



# Air Reserve Personnel Center

**Welcome to the ARC Field Training  
Class at ARPC - Buckley AFB, CO**



# *Headquarters U.S. Air Force*

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*Integrity - Service - Excellence*

## **HQ ARPC MISSION BRIEF**



# Overview

- Our Heritage
- Who We Are
- Things We Do



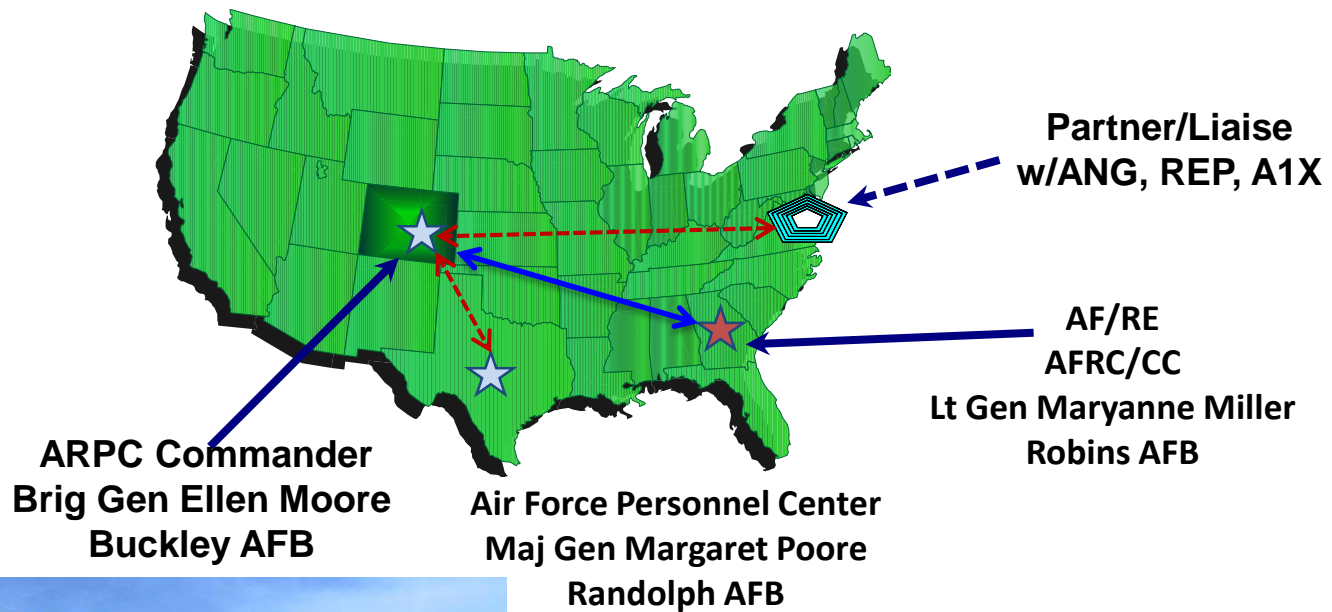
# HQ AIR RESERVE PERSONNEL CENTER



**SIX DECADES OF SERVING GENERATIONS OF AIRMEN  
THROUGH INNOVATION AND EFFICIENCY**

**1950s   1960s   1970s   1980s   1990s   2000s   Present**

# Air Reserve Component Personnel Management



## **Vision**

***Innovative Leader in Personnel Services, Throughout the  
Airman Lifecycle***

## **Mission**

***Deliver Exceptional Personnel Services***

# Goals

## Operations:

Optimize processes to deliver timely and trusted customer-focused service.

## Readiness:

Ensure highest levels of readiness for Pre-trained Individual Manpower (PIM) and Individual Reservist (IMA) members.

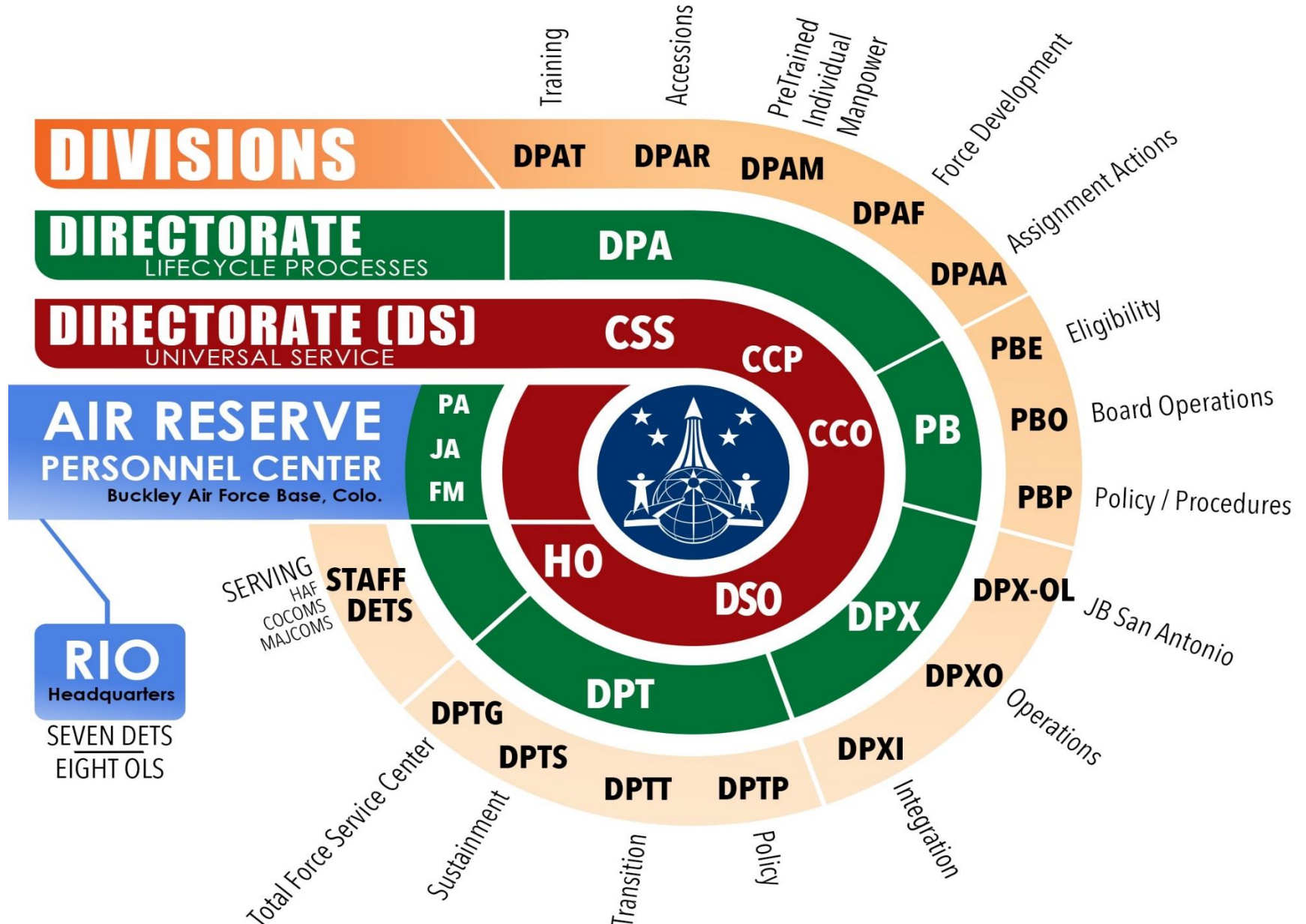
## People:

Support a skilled, trained professional workforce.

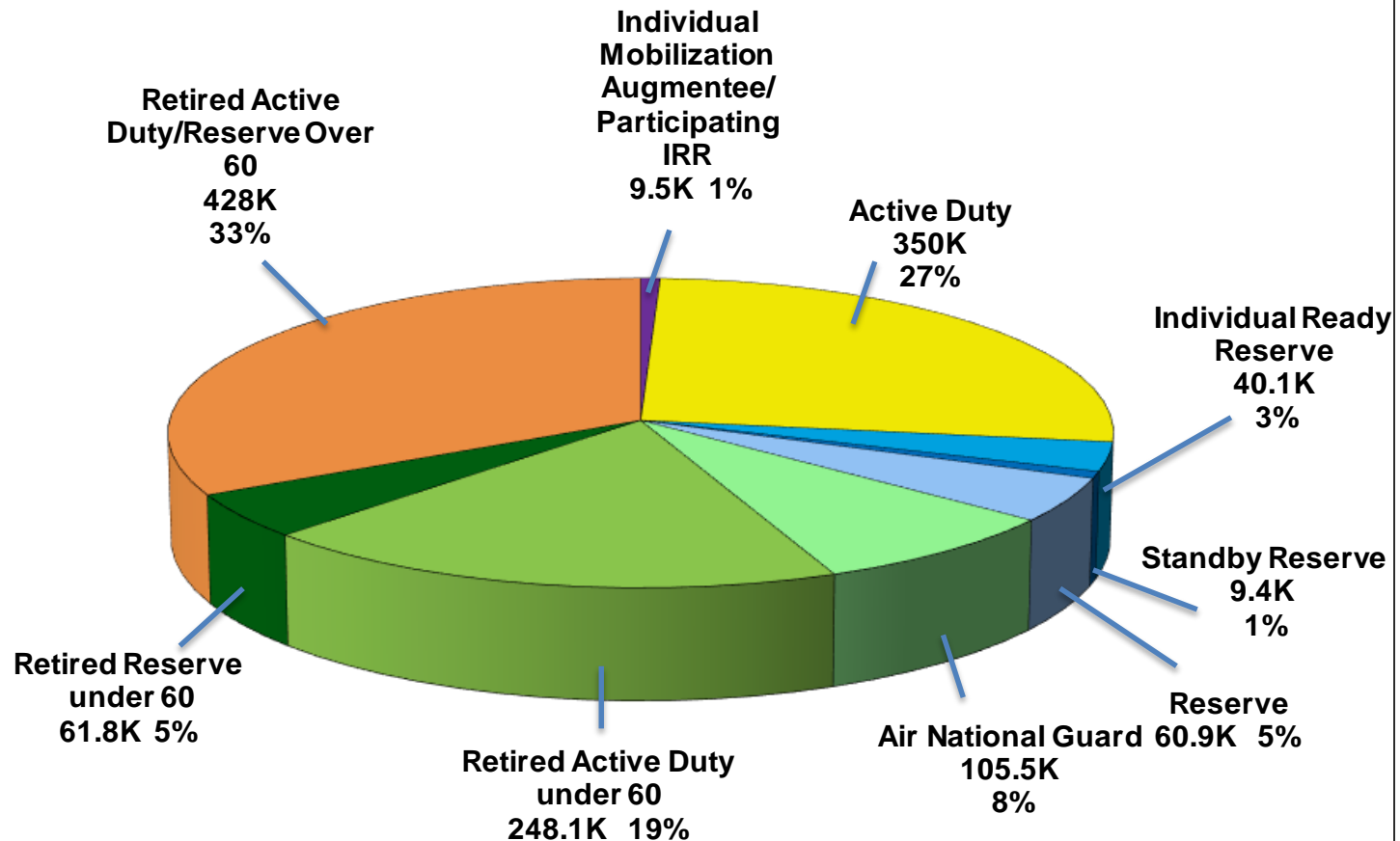
## Technology:

Identify, develop, and field integrated systems and technology solutions to enhance the customer service

# ARPC Organization



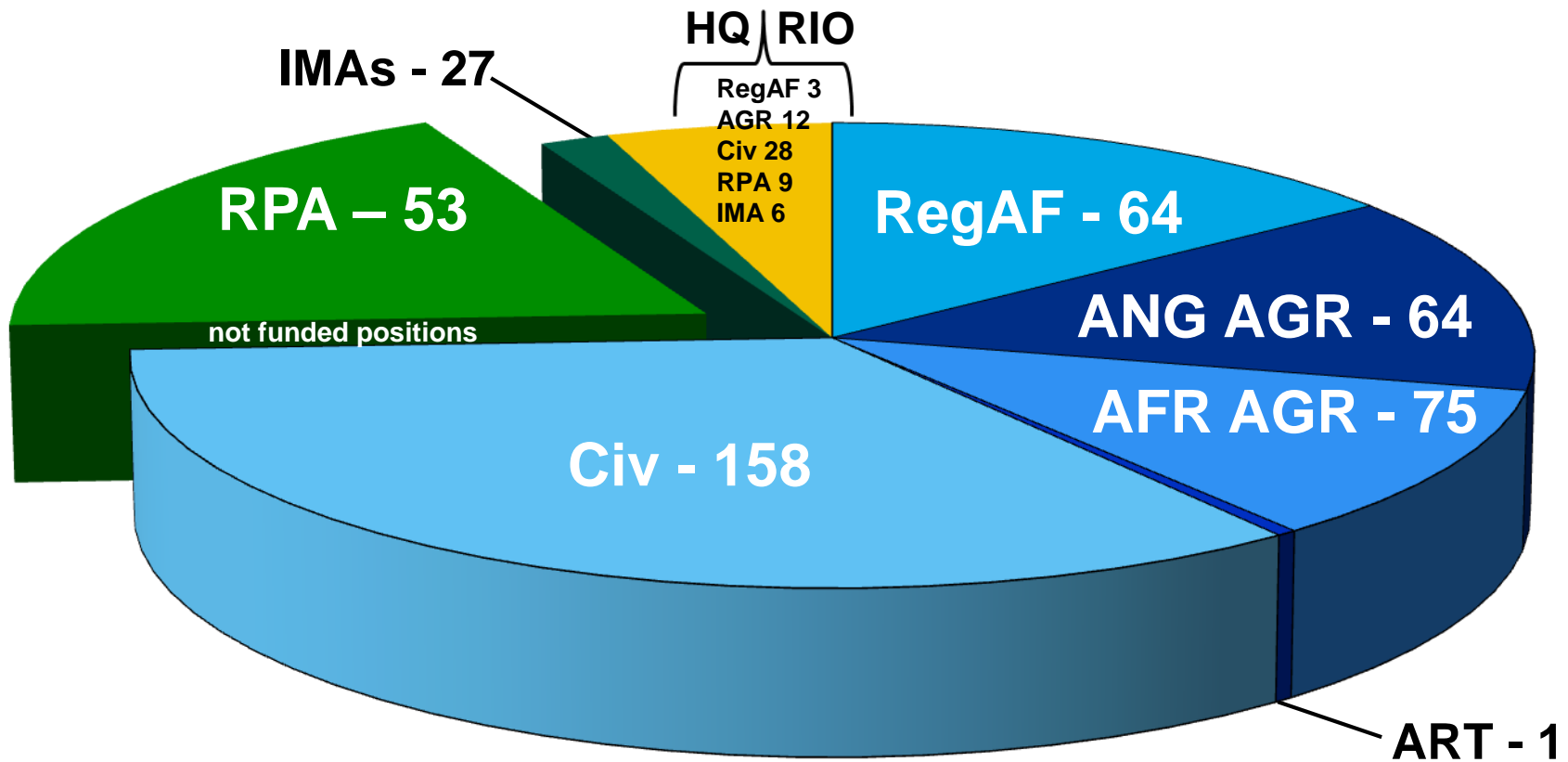
# ARPC Customer Base



MILPDS data - as of 31 Dec 16

**Total Force Customers: 1.3M**

# ARPC Diverse Workforce



HQ RIO - Gold  
Full Time Positions - Blue  
Part Time/Temps - Green

ARPC Workforce Total: 500

as of Jan 2017

# What We Do...

***TFSC***

***Assignments***

***Separations & Retirements***

***Application Development***

***Evaluations***

***Future HR Ops***

***Education & Training***

***Scrolling***

***Entitlements***

***Force Development***

***Promotions***

***Accessions & Appointments***

***Awards & Decorations***



***Mobilization***

# ***HRM Total Force Transformation: Comprehensive, End State Efforts***

## **Integrating Personnel Service Centers**

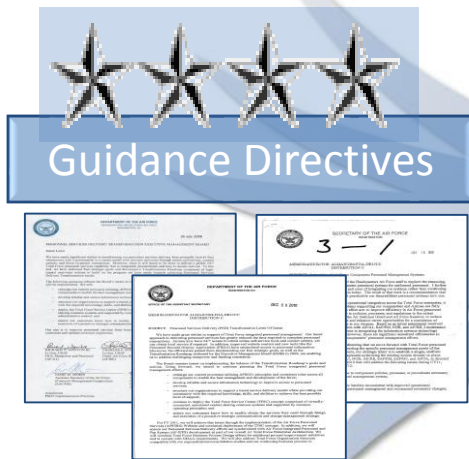
- ◆ Customer Relationship Management Suite
- ◆ Integrated Telephony
- ◆ Common Knowledge Base and Guided Assist
- ◆ Electronic Boards

## **Streamlining Personnel Forms**

- ◆ Rationalizing and consolidating Personnel forms across Components
- ◆ Building automated forms management capability

## **Modernizing Pers/Pay Systems**

- ◆ Payroll engine integrated with Personnel Management system
- ◆ Streamlined, Total Force business processes



## **Consolidating HRM Guidance**

- ◆ Standardizing policies and rules across Components
- ◆ Single set of AFPDs/AFIs for Total Force PM
- ◆ Developing TF PSD Field Guides



## **Established HRM Strategic Governance**

- ◆ Total Force Headquarters
- ◆ Integrated across HRM business activities
- ◆ Integrated across Legislation & Policy, Resources, IT, Organization & Workforce

## **Demonstrating the Concept of an Integrated Force Support Squadron**

- ◆ Integrated office for base-level support
- ◆ Efficient support to Airmen regardless of Component

***Arming our workforce with the processes, standards & tools  
to deliver Total Force Personnel Services***

# *Headquarters U.S. Air Force*

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*Integrity - Service - Excellence*

## *DPT Overview*



**CMSgt Sean Strong**  
**DPT Superintendent**

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# Overview

- Who/what is DPT?
- Services provided
- How we work together
- Where we are headed

# Who We Are

- DPT personnel
  - Combined ANG, AFRC, RegAF, and Civilians
    - 115 +/- military, 51 civilians
- Provide personnel services to 1.3M mbrs
  - ARC
  - RegAF
- FY 2016
  - 391,000 transactions closed
  - 190,000 calls
  - Plus snail mail and fax!!

# Services

## SUSTAINMENT

POINTS MANAGEMENT

CAREER MANAGEMENT

RECOGNITIONS

EVALUATIONS

DD 214s

## TRANSITION

BENEFITS & ENTITLEMENTS

EDU SVCS, DEERS,  
CASUALTY

SEPARATIONS

RETIREMENTS

## TFSC

SYSTEMS

WORKFLOW

FSSE LINE

# How We Work Together

- You should expect
  - Excellent service
  - Sufficient detail in responses
  - Helpful, accurate, information
- Help us help you
  - Educate yourself/members (VPC, myPers articles)
  - Understand impacts of multiple case touches
  - Feedback through myPers

# Where We Are Headed

- Maximize accessibility of products and services
  - Total Force “on demand” capabilities
  - Maximize myPers self service functionality
- Automate wherever possible
  - New EPR screening system
  - RRPA calculator
  - 20 Year letter request, VA mortgage letters etc.
- System integration
  - AFIPPS
- System improvements
  - Streamlined call system

Questions?

Call us!!

210-565-0102

DSN 665-0102

# *Headquarters U.S. Air Force*

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## **TFSC - DENVER**



**TSgt Amee Espinoza**

**DPTG**

**TBD**

**Version 2**

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# Why We Are Here

## **ARPC Vision**

*Innovative Leader in Personnel Services, Throughout the Airman Lifecycle*

## **ARPC Mission**

*Deliver Exceptional Personnel Services*

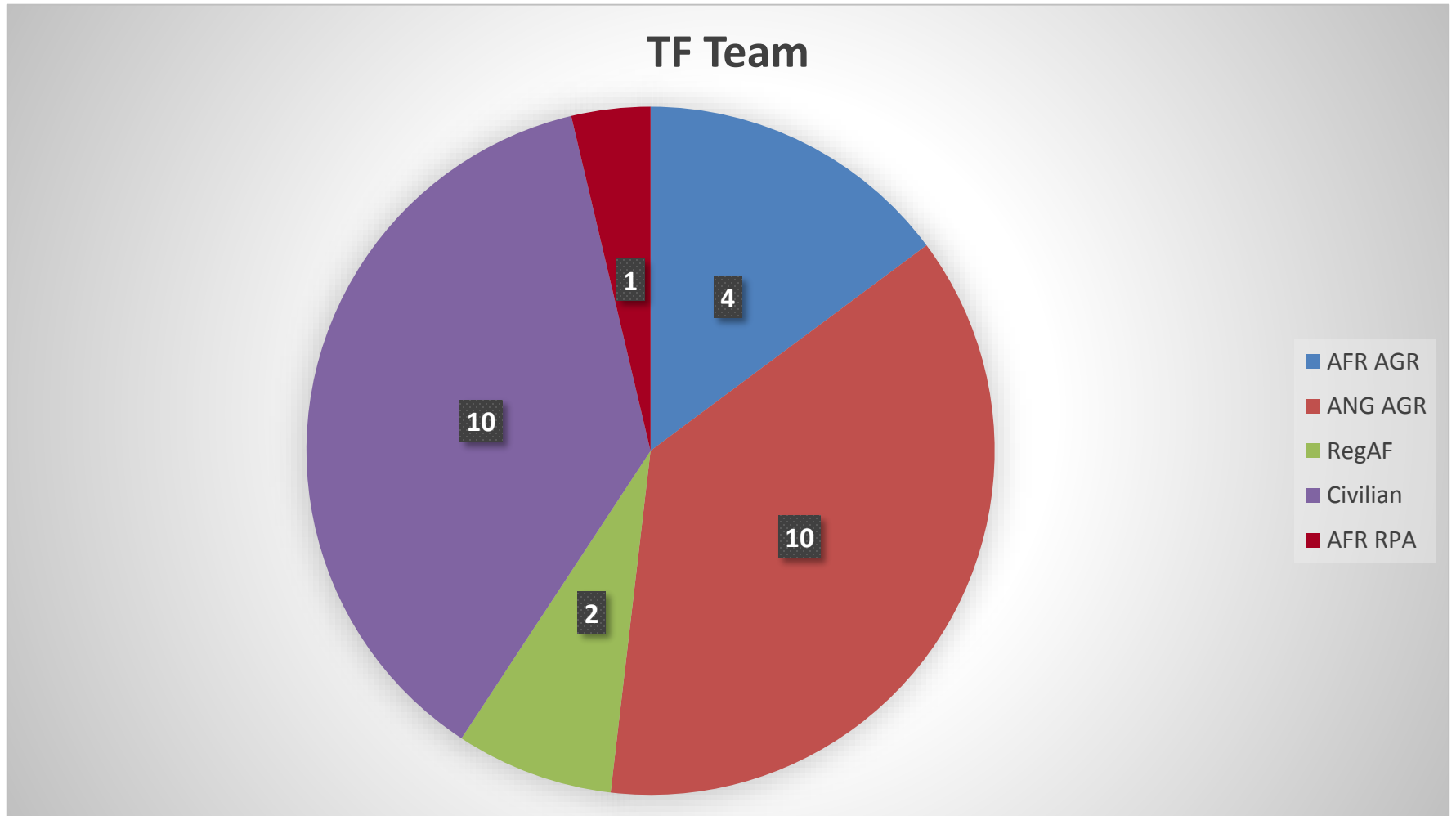
## **DPT Goal**

*Helping Every Customer...Every Time*

## **DPTG Goal**

*Providing Excellent Customer Service Through Proficiency, Accuracy, and Quality of Care*

# Who We Are

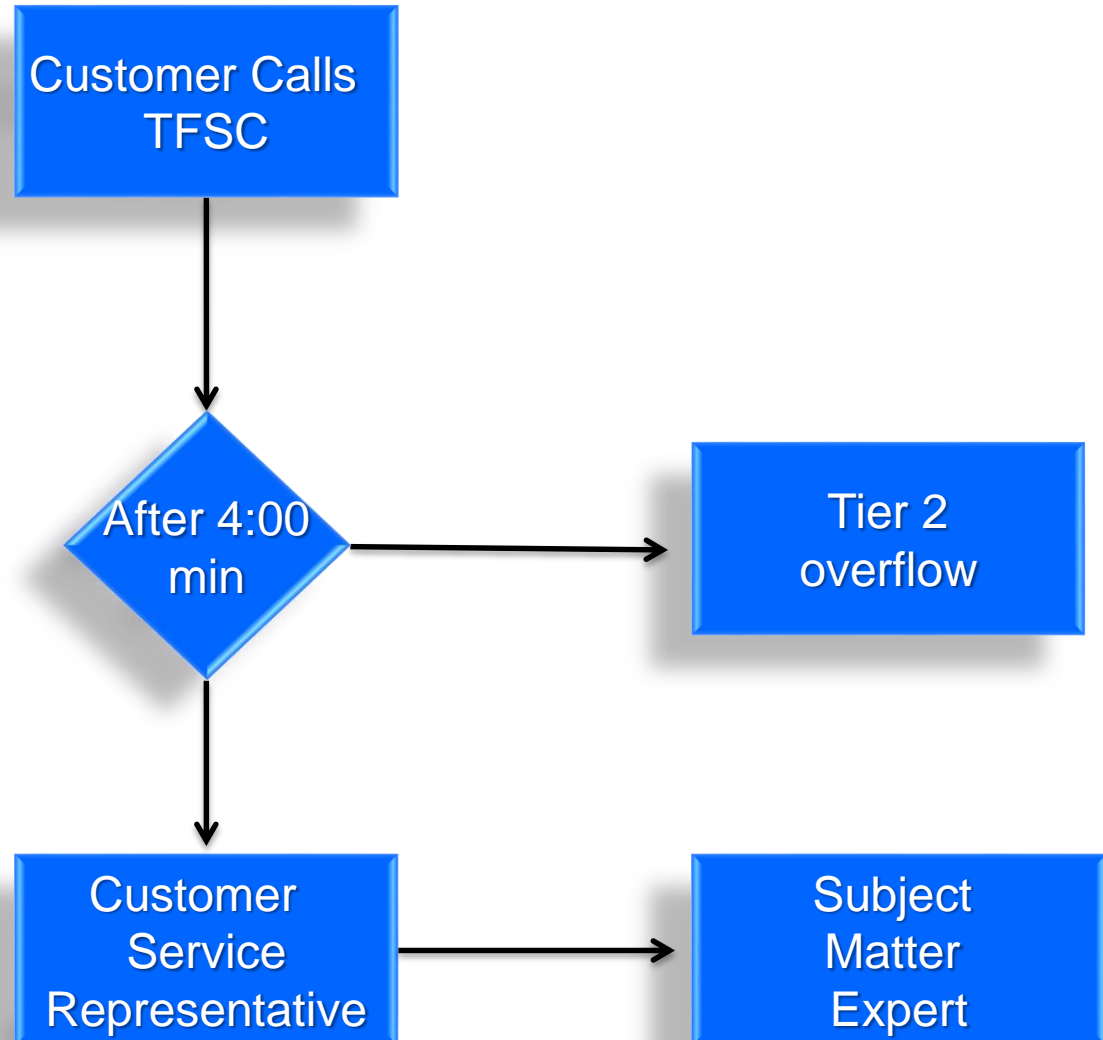


# What We Do

- Field ARC customer calls to TFSC – 11,383 avg 4<sup>th</sup> Qtr, 2016
- Create incidents from faxed and mailed requests
- Process and transfer incidents from submitted online requests
- Troubleshoot and resolve system errors: vPC applications, myPers, CISCO, equipment, etc.
- Focal point for system degradation reporting to internal/external stakeholders
- Assess, submit and test TFSC system requirements
- 2016 Stats

Contact Svc Queue Activity Report (by Interval)	
Calls Presented	156,001
Calls Handled	94,361
Calls Overflowed	58,776

# Call Flow



# How We Do It

## **Systems used:**

- **MyPers Console**
- **Remedy**
- **MilPDS**
- **CMS**
- **ARMS**
- **Contact Center vMPF**

# How We Do It

## Work Prioritization:

### ■ Volume

- Established by the skill competency queues
- Currently, all DPTG phone technicians are skilled in all 14 queues thus allowing calls to flow to any available TFSC Ops agent
- First in, first out to process Workflow & System incidents

### ■ Top Priority

- Fielding all incoming calls is our primary mission requirement
- Preparing and transferring pay & benefits affecting inquiries to appropriate action officer

# Field Support Services Element (FSSE)

The purpose of the FSSE is to provide expedited assistance for urgent mission affecting issues/concerns. This line is only intended for General Officers, Commanders, Executive Officers and/or Squadron CMSgts.

General guidelines:

- The FSSE is not intended for personal use.
- Routine or less urgent issues should be addressed using vPC or by calling TFSC-DEN.
- The FSSE phone number is 720-847-3771 or DSN 847-3771 and hours of operation are Monday - Friday, 8 a.m. - 2 p.m. MT.
  - (Callers are prompted to leave a voicemail with nature of call/contact information)

# Did you Know

- Ebenefits
  - All records requests from ARMS/PRDA must be retrieved through eBenefits
  - National Personnel Records Center (NPRC) - Prior to 2004
    - 1-866-272-6272
    - <https://www.archives.gov/st-louis/military-personnel>
  - AROWS
    - Managed/viewable at Unit level ONLY
  - BCMRs
    - Managed by Joint Base, Andrews AFB
      - Inquiries should be sent to: [usaf.pentagon.saf-mr.mbx.saf-mrbc@mail.mil](mailto:usaf.pentagon.saf-mr.mbx.saf-mrbc@mail.mil)

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# *Headquarters U.S. Air Force*

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## **DD 214 /Service Verification Team**



**Mr. Matthew Lagrone  
MSgt Fabian Martinez  
DPTSC**

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# Overview

- **DD 214/Service Verification Service Team Responsibilities**
- **Processing Information**
- **FAQs**
- **How you can help us and the customer**

# Responsibilities

- ARPC completes DD 214s for the following members:
  - ALL IMA Reservist
  - ALL Separated and Retired ANG and AFR Members
  - ALL Unit assigned ANG and AFR members receiving an active duty retirement
  - ALL ANG and AFR members retiring due to a PDRL or TDRL
  - ALL Congressional and BCMR inquiries for ANG and AFR members.
  - ALL DD 215 requests for ANG and AFR members. Units should not be creating DD 215's. Submit request through VPCGR.
    - EXCEPTION: *If the member is separated or retired the request can be submitted through the myPers, via Fax, or Mail*
    - For ALL DD 214/215 issue for the Regular Air Force, member must contact AFPC.
- We can assist with Statement of Service for the purpose of Military Buy Back (only for ANG and AFR)
- We can provide VA Home Loan Letters for members with 6yrs of Sat Svc.
- Employment verifications.

# Unit MPS Responsibilities

- **Process/Complete ALL unit assign ANG and AFR DD 214's other than an Active Duty Retirement or PDRL/TDRL DD 214's.**
- **Discharge with Severance Pay for ANG and AFR members MUST have their DD 214s completed by their servicing MPS.**
- **NOTE: Unit MPS please do not wait until a member gets out so that ARPC has to create the DD 214.**

# Processing information

- When does a DD 214 need to be created:

In accordance with AFI 36-3202, Chapter 4:

- 4.5.1. Involuntarily ordered to active duty in the event of a national emergency or war under Title 10, U.S.C., sections 12301, 12302, 12304, 12306, 12307, or 688, will be issued a DD Form regardless of the number of days served. The requirement to complete a DD Form 214 due to mobilization is outlined in AFI 10-416, *Personnel Readiness and Mobilization*.
- 4.5.2. Members who complete 90 continuous calendar days or more of active duty or active duty for training (ADT), or an initial active duty training tour (IADT).
- 4.5.3. Active Guard/Reserve (AGR) members who complete 90 continuous calendar days or more of active duty. . .

# FAQ'S

- What is the real turn-around time for DD 214 and DD 215's request?
  - Currently we are roughly a 3 months out for DD 214/215 creation requests.
  - ANG and AFR Active duty retirements DD 214 get finalized within 5 days after retiring.
- Do we need members to complete DD 214 Worksheets in the VMPPF?
  - Yes, however the information is subject to change based on the source documents provided. If member creates a WS we do not get a notification to create DD214, member still needs to submit request through Mypers.

# FAQ'S Cont.

- Where can the MPS find specific information on how to correctly complete a DD 214?

AFI 36-3202, Table 4 and the DD 214 Personnel Service Delivery (PSD) guide found in Mypers. Please feel free to contact the DD 214 Section for ANY questions.

- What documents are need to complete a DD 214?
  - Title 10 or Title 32 orders (whichever is applicable)
  - COMPLETED Travel Vouchers from the FSO
  - SIGNED AND DATED Decorations, EPRs/OPRs LOEs, 475s
  - School Certificates
  - DD Form 4
  - AF Form 526s (for DD 214s prior to 2001, in most cases ARPC can we can pull these from ARMS)

# FAQ'S Cont.

- I need Member Copy 4, but PRDA only has Service Copy 2, what do I do?

Please have the member contact ARPC for the Service Copy 2 letter.

- I no longer have access to create/finalize DD 214 worksheets in the V-MPF what should I do?

Please contact AFPC Policy/Procedures at DSN: 665-2269

- I have several questions and I have no idea where to start, what do I do?

Please contact us, at 1800-525-0102, Option 3, Option 4, then 2.

# How you can help us and the customer

- Read AFI 36-3202 and the DD 214 Personnel Service Delivery (PSD) Guide.
- Have a different technician review the DD 214 WS and the source documents prior to finalizing the DD 214 WS
  - Submit a copy of the DD 214 WS to the member by clicking “Submit” in the VMPF
  - Ensure the blocks 23 through 29 are correct prior to finalizing the DD 214
    - Contact ARPC if you are unsure
- All DD 215 Applications returned for additional information or supported documentation must be re-routed thru the MPS as applicable.
- Worse Case Scenario, PLEASE contact ARPC DD 214 Section.

# *Headquarters U.S. Air Force*

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## Outbound Service Team



TSgt Michael Byczynski  
DPTSS  
11 May 2017  
Version 1

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# Overview

- **What we do – Retirement Packages**
- **Create retirement certificates (Member, Spouse {if applicable}, and Presidential) for all retiring members of the Guard and Reserve**
- **45 days before member's ceremony or retirement date:**
- **Outbound Services mails benefit letter, lapel pin, certificates in binders, and flag (USAFR), to member or member's designated POC.**
- **This package is UPS/FEDEX'ed; when it is ready for mail an email will be sent to the member informing them where it is being sent. The mailroom assigns a tracking number for status inquiry**

# References

- **What we do - Separations**
- **Create NGB 438, 438a, 439, 439a separation certificates for ANG (upon request)**
- **Email copy 4 of NGB22 and/or NGB22a to State HQ**



# *Personnel Records*

*Ms. Gretta Burroughs  
Records Management*

# What's Happen at ARPC

- Contractor Primarily Audits Electric Records for Promotion Boards and Force Developments Boards
- Audits, for these boards the methods are thru E-OSR, vPC-GR/Remedy and E-Boss application
- Awards, Decoration and Evaluations documents are pushed through to ARMS electronically direct (CMS )
- HQARPC/Contact Center 1-800-252-0102 Customer Support (Total Force Service Center)
- Responsibilities for ARPC has changed, with managing documents for scanning (we no longer scan document into ARMS)

# Records Ins/Outs

- All documents are scanned at AFPC, turn around time is within 5 workdays of receipt
- MAIL All Documents to AFPC/DPSIR 550 C Street W. Suite 21 JBSA Randolph Texas 78150
- Contact person at AFPC is Mr. Robert Riviera DSN: 665-2692 or 665-2243, Comm: 210-565-XXXX
- There is no Microfiche, it's converted to digital images
- Raters, can review records, if there are any discrepancies during review identify to AFPC/ARPC with information
- Members have the same right to identify discrepancies notify through your change of Command
- BCMR, Congressional corrections

# Records Ins/Outs

- **ARPC Do Not maintain any Medical Records-** If a member is being reassigned send medical record to MTF to the assigned unit
- If member is separated included AF FM100 DD214(cy), Discharge Order and send to VA
- AMEDD (Medical Records)
- 3370 Nacogdoches Rd.
- Suite 116
- San Antonio, TX. 78218

# ARMS v. PRDA

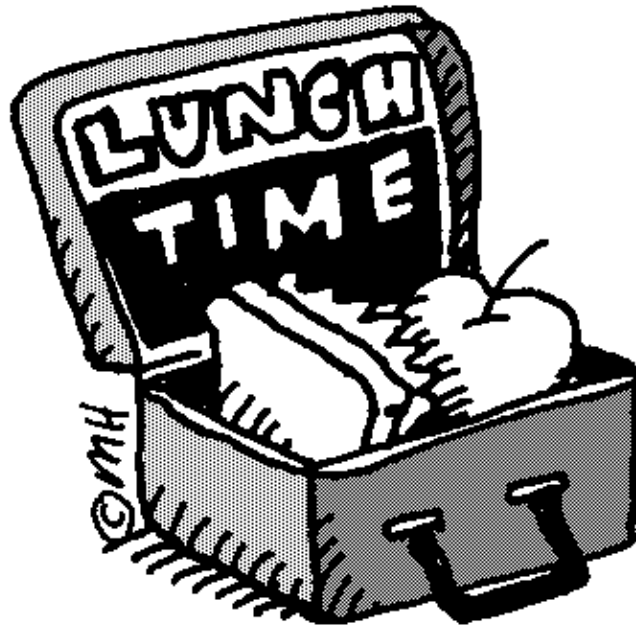
- ARMS – Automated Records Management System
  - Arms database contains all Master personnel documents
  - All documents are authorized according to AFI-36-2608
- PRDA – Personnel Records Display Application
  - An Accessible viewer for the member to review his/her record at any given time
  - PRDA is not a Database it's a viewer ( no documents are scanned into PRDA)
  - Access for Senior Rater to use for reviews
  - Updated through the download of ARMs Master Records
  - All documents in ARMs are not always in PRDA

# ARMS v. PRDA

- Role Based Administrator- This assess is only granted with permission from AFPC ( Approval)
- Request must be written contact access desk DSN: 665-5004 for more information on request process
- RBA is assigns roles within the unit- Command Level's must request all appointments
- AFPC/PSOCC – Personnel Systems Operations Control Center
- The trouble shooting number is POC# DSN 665-5004

Building Tour  
&  
One-on-One Time with  
OPRs

# Lunch Time!



*See you back at 12:30*

# *Headquarters U.S. Air Force*

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## **HQ Individual Reservist Readiness & Integration Organization**



**CMSgt Colella  
HQ RIO/CEM  
24 March 2017**

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# Who We Are

## Mission

Seamlessly integrate  
war-time ready  
Individual Reserve Forces  
to meet Air Force and  
Combatant Commander  
requirements.



## Vision

Individual  
**Capability**  
Leveraged  
**Worldwide**

HQ IR READINESS & INTEGRATION ORGANIZATION

## *What We Do*



- Standardize processes for Individual Reservists
- Ensure readiness and full integration with the active force
- Educate and counsel on IR matters
- Partnership and outreach
- Deliver customer service and support



# The Individual Reservist (IR)



- **There are over 7,564 Individual Reservists**
  - **~2700 enlisted**
  - **~4500 officers**
  - **IMA total 7,200**
  - **PIRR total 364**
- **Individual Reservists support more than 50 MAJCOMs, COCOMs, and government agencies.**
- **Individual Reservists serve in 43 states, Washington D.C. and 13 countries**

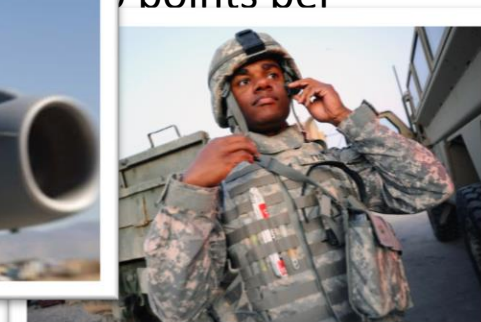
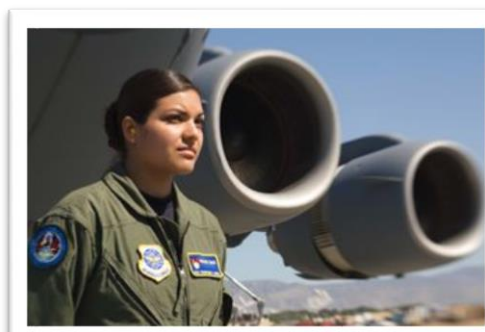
# The Individual Reservist (IR) (cont.)

## IMA (CAT B)

- Assigned to a funded position against an active-duty billet
- Assigned to an Active Duty unit, wing, or MAJCOM
- Position determines the number of training days
- Annual Tours (AT) and Inactive Duty Training (IDT) required for satisfactory FY participation
- 24 IDT or 48 IDT
- 12 - 14 Day Annual Tour
- Unlike Traditional Reservists, the Individual Reservist's Duty schedule is based on the needs of their active-duty unit
- Unique opportunities

## PIRR (CAT E)

- Part of the Ready Reserve (not part of SELRES) and are subject to active-duty recall by the President or Congress in time of national emergency or war
- Not assigned to a position on a UMD and not counted against end strength
- Attached to active-duty units



## HQ ARPC

Buckley AFB,  
Colorado



## HQ RIO

Buckley AFB,  
Colorado

### Det 2

JB Pearl Harbor-  
Hickam, Hawaii

#### Serves:

PACOM  
PACAF  
ALCOM  
USFJ  
JIOC  
USFK

**IMA Auth:**  
368

### Det 3

Peterson AFB,  
Colorado

#### Serves:

AFSPC  
NORAD  
NORTHCOM  
STRATCOM  
AFGSC  
USAFA

**IMA Auth:**  
1264

### Det 4

Scott AFB,  
Illinois

#### Serves:

AMC  
AETC  
AFPC  
AFSCFC  
AFMC  
TRANSCOM

**IMA Auth:**  
1420

### Det 5

Robins AFB,  
Georgia

#### Serves:

HC  
JA  
SG  
HO  
AFRC

**IMA Auth:**  
1680

### Det 6

MacDill AFB,  
Florida

#### Serves:

CENTCOM  
SOCOM  
SOUTHCOM  
AFTAC  
AFSOC  
ACC

**IMA Auth:**  
1286

### Det 7

JB Anacostia-Bolling,  
Washington, D.C.

#### Serves:

AFRC MAS  
HAF, OSD  
Joint Staff  
Defense Agencies  
AF Agencies  
OSI

**IMA Auth:**  
1805

### Det 8

Patch Barracks,  
USAG, Stuttgart,  
Germany

#### Serves:

EUCOM  
USAFE-AFRICA  
AFRICOM  
NATO

**IMA Auth:**  
305

#### OL-0OFF

Offutt, NE  
STRAT

#### OL-0JBR

JB SA-Randolph, TX  
AETC

#### OL-0BAR

Barksdale, LA  
AFGSC

#### OL-0OWP

Wright-Patterson, OH  
AFMC

#### OL-0JBL

JB Langley-Eustis, VA  
ACC

#### OL-0HUR

Hurlburt AFB, FL  
AFSOC

#### OL-0PNT

Pentagon, D.C.  
MAS

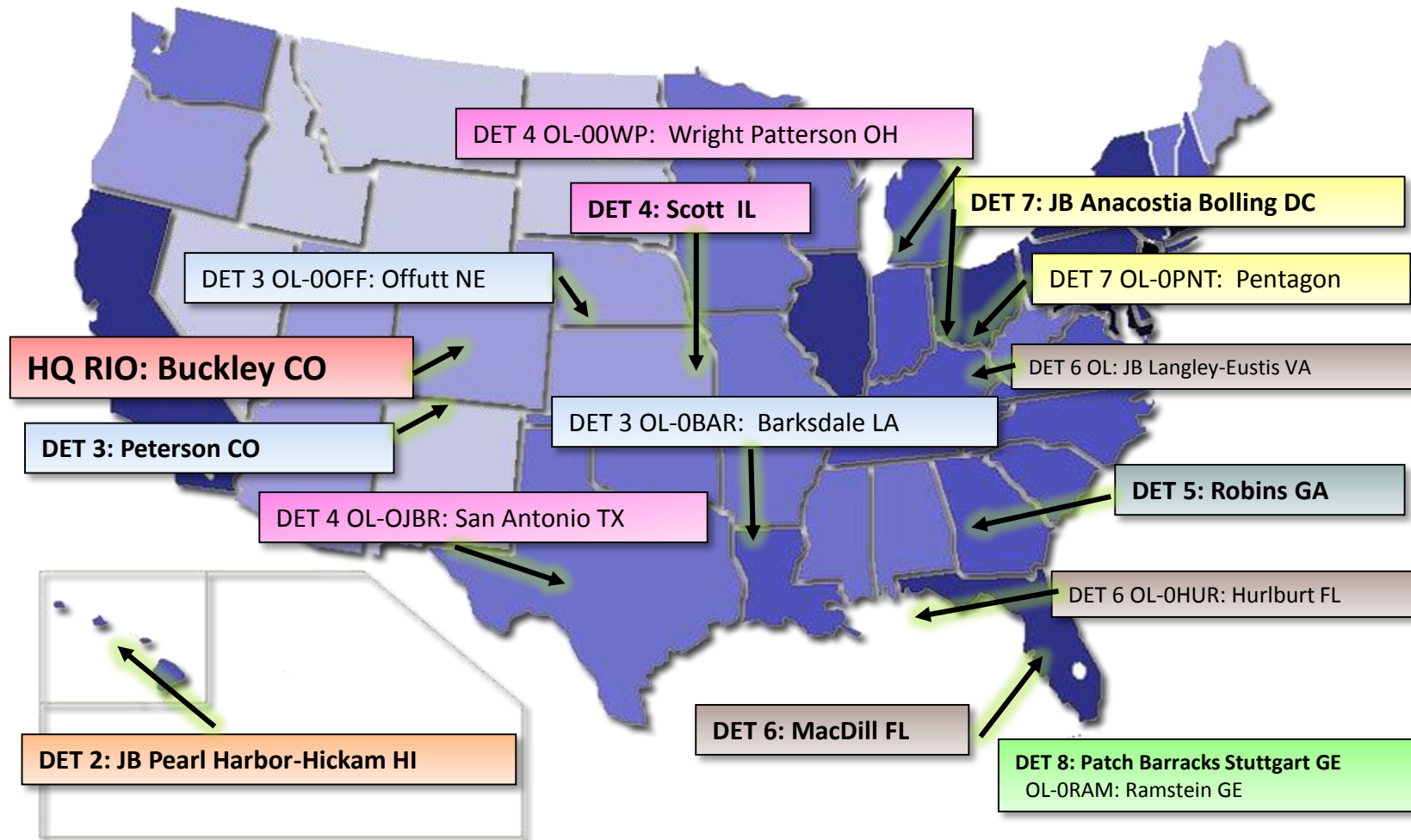
#### OL-0RAM

Ramstein AB, Germany  
USAFE

**\*\*PIRR population = 387**

**As of Jan 17**

# Detachment / Operating Locations



# Our Services

- Force Management
- Reserve Pay Office
- Personnel Readiness
- Travel Pay
- Host Aviation Records Management
- Medical Support
- Orders writing



# ***Roles & Responsibilities***

## **Dets/OLs**

- Relationship Building
- Oversight of IR Readiness & Accountability
- Responsible for FY Participation and End Strength Management (IMA Assignments)
- Manage RPA budget (AT, IDT, School, ADSW)
- Perform AROWS-R actions for IR orders and AO actions in DTS
- Provide specific personnel / admin services
- Oversight of IR upgrade training program
- Monitor OPRs/EPRs
- Process LOD cases
- Publicize information on AFRC specific info to the IR population

## **AD**

- Maintain IR Readiness & Accountability
- M4S / MPA Program Management (budgeting, O&M per diem, advertising requirements)
- Orderly room (In/Out Processing, Family Care, UIF/PIF)
- FSS/MPS/DEERS functions
- IR FY Participation planning
- OPRs/EPRs, Performance Feedback, PRFs
- Upgrade training
- Training/Equipping IRs for deployment



**LIKE our RIO Det 6 Facebook page!**

**Find links to the RIO Connect app, ARCNet messages, FB, Twitter,  
and news on HQ RIO's public website  
<http://www.arpc.afrc.af.mil/Home/HQRIO.aspx>**

# *Headquarters U.S. Air Force*

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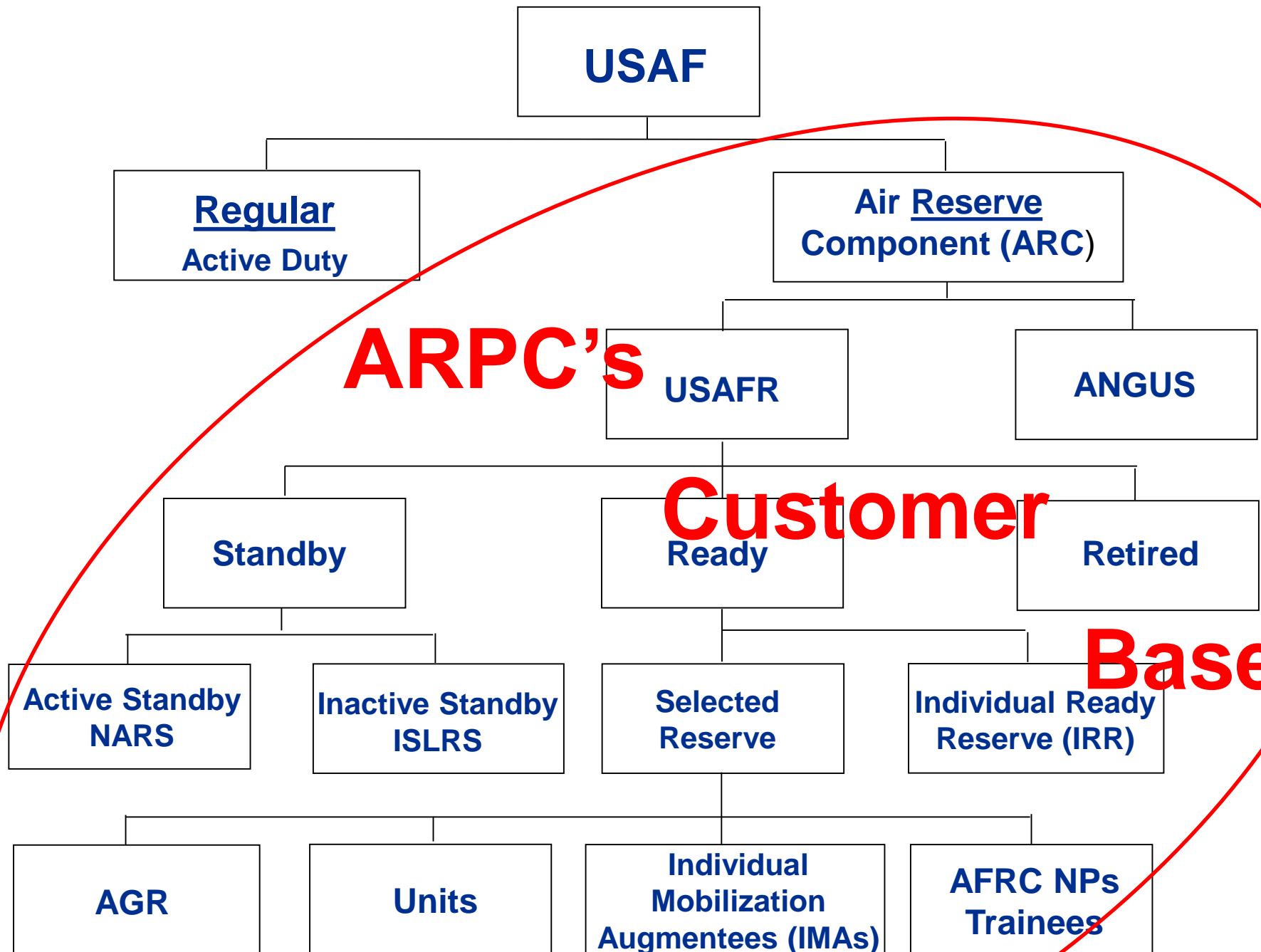
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## *Reserve Categories*



**CMSgt Colella**  
**HQ RIO/CEM**  
**Version 1**

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# Air Reserve Component Categories

- Participating Air Reserve Component
  - Air National Guard – Category A
  - Reserve Unit – Category A
  - IMA – Category B
- Individual Ready Reserve
  - PIRR – Category E
  - IRR – Categories E, J
  - Special Professional Education and Stipend – Categories J, K
- Standby Reserve – Categories D, C, N
- Retired Reserve – No Categories

# SELECTED RESERVE AFRC UNITS

# SELECTED RESERVE IMAs

# INDIVIDUAL READY RESERVE (IRR)

# INDIVIDUAL READY RESERVE (IRR)

## UNITS

## MAJCOM & CENTRALLY MANAGED IMAs

## PARTICIPATING IRR (POINTS ONLY)

## SPECIAL PROFESSIONAL EDUCATION AND STIPEND PROGRAM (Not Promotion eligible)

- (A) AA-AZ, A0-A9  
BA-BZ, B0-B9
- (G) AGR (HQ/UNIT)  
AFRC Non-Prior  
Service Trainees  
(Reserve Unit PAS Codes)  
On Initial Active Duty  
Training (IADT)
- (F) CC -IADT-84 DAYS
- (F) CD -IADT-85 DAYS+  
High School Senior  
awaiting IADT
- (P) CE -84 DAYS
- (P) CF -85 DAYS+  
High School Graduate  
awaiting IADT
- (P) CG -84 DAYS
- (P) CH -85 DAYS+  
Personnel Awaiting  
Second Part of IDT
- (Q) CI Await Completion 84 Days IADT
- (Q) CJ Await Completion 85 days + IADT
- (B) MA (RXOMFHMJ) Selective Service  
(Officer Only)
- (B) MB Joint, 48IDT  
(Various PAS Codes)
- (B) MC Individual Reservists, 24IDT  
-- MAJCOM IMAs  
(Various AD PAS Codes)  
--JAG (JA)  
(Various AD PAS Codes)  
--Chaplains (HC)  
(Various AD PAS Codes)  
--Medical (SG)  
(Various AF PAS Codes)  
-- Critical Medical Skills  
(Various AD PAS Codes)
- (B) ME Individual Reservists, 48IDT  
(Various AD PAS Codes)
- (B) MH Federal Emergency Management Agency
- (B) MR EPLO (Officer Only)

Reserve Section	Inactive Duty Training (IDT) Maximum Requirements Per FY	Annual Training (AT) Requirements Per FY	Minimum Retention/Retirement (R/R) Point Requirement
MA	36 Paid 12 Non-Paid	12-14 Days	35
MB, ME, MR	48 Paid	12-14 Days	35
MC	24 Paid	12-14 Days	35
MD	24 Non-Paid	12-14 Days	35
MT and MX	None	None	35 Non-Paid *
NC and ND	No Requirements	No Requirements	35 Non-Paid

\* Required to earn a minimum of 16 points through IDT, AT/ADT/ADSW/MPA or combination

- (E) MT (963IF1ZM) Ready Reinforcement  
Personnel Section (RRPS) with or  
without an MSO  
-- 3 year max-waiverable when member  
loses position (no fault of their own)  
--No selected Reserve Position Available
- (E) MV Voluntary IRR (VIRR)
- (E) MX  
--(963IF1ZQ) Air Force Admissions  
Officer/Reserve Officer Training Corps  
(AFALO)/(ROTC)  
--(963IF1ZS) Chaplains (HC)  
--(963IF1ZT) Civil Air Patrol  
Reserve Assistance Program (CAPRAP)  
--(963IF1Z2) Medical (SG)  
--(963IF1VH) JAG (JA)  
NON-PARTICIPATING IRR  
Officers are promotion eligible, no  
promotion recommendation form (PRF)  
or OPR required
- (E) RA (\$73IFLX5) Obligated Reserve  
Section (ORS) ORS Muster Duty or  
Active Duty Training (ADT) may be  
required for IRR screening
- (J) RC(\$73IFLX7) ORS  
--Officers with EAD commitment  
--Enlisted enrolled in AFROTC or  
college scholarship program  
--Education Delay for EAD-HPSP
- (E) RD (\$73IFZ6M) Non-obligated  
Non-participating Ready Personnel  
Section (NNRPS)  
2 year max-3 year if Sep. Pay Recipients  
Muster Duty or ADT may be  
required for IRR screening
- (E) RZ (\$73IFZNS) Unassigned for  
research prior to assignment to proper  
reserve section
- (J) MZ (963IF1Z3) (JA) Legal interns  
(60-89 days active duty) pay only,  
no points, while in law school
- (J) TB (963IF1Z1)(HC) Chaplain  
candidates, officers only, 100 days  
ADT during program
- (J) TC (963IFCCK) 9027 ARS (SG) Health  
Professions Stipend Program. Full Stipend,  
officers only, no training authorized,  
Selected Reserve commitment
- (J) TD (963IFCCQ) 9027 ARS (SG)  
Health Professions Stipend Program  
Half Stipend, officers only, no training  
authorized, IRR commitment
- (J) TE (963IFCCK) 9027 ARS (SG)  
Enlisted Health Professions  
Baccalaureate Student Stipend  
\$100 per month, No training  
authorized.
- (K) TA (SG)  
--(\$83IFB2B) Health Professions  
Scholarship Program (HPSP)  
Officers (2Lt) only, specialized  
training, 45 days ADT, pay only/  
no points  
-- (\$83IFHWO) Health Professions  
Financial Assistance Program (FAP)  
Officers only, specialized training, 14  
days ADT, pay only/ no points
- ( ) = DoD Training and Retirement  
Category Code
- HQ ARPC VA 36-3001  
24 October 2012

# ANG and Traditional Reserve – Category A

- Air National Guard & Air Reserve Units
  - FY Requirements
  - Assigned to a position
  - 48 Paid UTAs
  - 15 Paid annual tour days
  - Managed at individual Guard or Reserve units

Active Guard Reserve (AGR)

Most are 4 year Active Duty Tours

- Guard (AGR) Active Duty Title 10
  - Managed by Organizational Management (NGB/OM)
- Guard (AGR) Active Duty Title 32
  - Managed at the Wing Level
- Reserve (AGR)
  - Managed by ARPC/DPA
    - Three types:
      - Headquarters level
        - **Full time support to Active Duty forces**
      - Unit level
        - **Full time support to Reserve forces**
      - Recruiting Positions
        - **Full time support to Reserve forces**

# Individual Mobilization

## Augmentee (IMA) – Category B

- Individual Mobilization Augmentee (IMA)
  - FY Requirements
  - Assigned to a position
  - 24 or 48 paid IDTs
  - 12-14 paid annual tour days
  - Managed by HQ RIO
  - Reserve Sections MB, MC, ME, MR, MA, MH, MX

## SELECTED RESERVE AFRC UNITS

## SELECTED RESERVE IMAs

### UNITS

### MAJCOM & CENTRALLY MANAGED IMAs

- (A) AA-AZ, A0-A9  
BA-BZ, B0-B9
- (G) AGR (HQ/UNIT)  
AFRC Non-Prior  
Service Trainees  
(Reserve Unit PAS Codes)  
On Initial Active Duty  
Training (IADT)
- (F) CC -IADT-84 DAYS
- (F) CD -IADT-85 DAYS+
- High School Senior  
awaiting IADT
- (P) CE -84 DAYS
- (P) CF -85 DAYS+
- High School Graduate  
awaiting IADT
- (P) CG -84 DAYS
- (P) CH -85 DAYS+
- Personnel Awaiting  
Second Part of IDT
- (Q) CI Await Completion 84 Days IADT
- (Q) CJ Await Completion 85 days + IADT

- (B) MA (RXOMFHMJ) Selective Service  
(Officer Only)
- (B) MB Joint, 48IDT  
(Various PAS Codes)
- (B) MC Individual Reservists, 24IDT  
-- MAJCOM IMAs  
(Various AD PAS Codes)  
--JAG (JA)  
(Various AD PAS Codes)  
--Chaplain (HC)  
(Various AD PAS Codes)  
--Medical (SG)  
(Various AF PAS Codes)  
-- Critical Medical Skills  
(Various AD PAS Codes)
- (B) ME Individual Reservists, 48IDT  
(Various AD PAS Codes)
- (B) MH Federal Emergency Management Agency
- (B) MR EPLO (Officer Only)

Reserve Section	Inactive Duty Training (IDT) Maximum Requirements Per FY	Annual Training (AT) Requirements Per FY	Minimum Retention/Retirement (R/R) Point Requirement
MA	36 Paid 12 Non-Paid	12-14 Days	35
MB,ME,MR	48 Paid	12-14 Days	35
MC	24 Paid	12-14 Days	35
MD	24 Non-Paid	12-14 Days	35
MT and MX	None	None	35 Non-Paid *
NC and ND	No Requirements	No Requirements	35 Non-Paid

\* Required to earn a minimum of 16 points through IDT, AT/ADT/ADSW/MPA or combination

## INDIVIDUAL READY RESERVE (IRR)

### PARTICIPATING IRR (POINTS ONLY)

- (E) MT (963IF1ZM) Ready Reinforcement  
Personnel Section (RRPS) with or  
without an MSO  
-- 3 year max-waiverable when member  
loses position (no fault of their own)  
--No selected Reserve Position Available
- (E) MV Voluntary IRR (VIRR)
- (E) MX  
--(963IF1ZQ) Air Force Admissions  
Officer/Reserve Officer Training Corps  
(AFALO)/(ROTC)  
--(963IF1ZS) Chaplains (HC)  
--(963IF1ZT) Civil Air Patrol  
Reserve Assistance Program (CAPRAP)  
--(963IF1Z2) Medical (SG)  
--(963IF1VH) JAG (JA)
- NON-PARTICIPATING IRR**  
Officers are promotion eligible, no  
promotion recommendation form (PRF)  
or OPR required
- (E) RA (S73IFLX5) Obligated Reserve  
Section (ORS) ORS Muster Duty or  
Active Duty Training (ADT) may be  
required for IRR screening
- (J) RC(S73IFLX7) ORS  
--Officers with EAD commitment  
--Enlisted enrolled in AFROTC or  
college scholarship program  
--Education Delay for EAD-HPSP
- (E) RD (S73IFZ6M) Non-obligated  
Non-participating Ready Personnel  
Section (NNRPS)  
2 year max-3 year if Sep. Pay Recipients  
Muster Duty or ADT may be  
required for IRR screening
- (E) RZ (S73IFZNS) Unassigned for  
research prior to assignment to proper  
reserve section

## INDIVIDUAL READY RESERVE (IRR)

### SPECIAL PROFESSIONAL EDUCATION AND STIPEND PROGRAM (Not Promotion eligible)

- (J) MZ (963IF1Z3) (JA) Legal interns  
(60-89 days active duty) pay only,  
no points, while in law school
- (J) TB (963IF1Z1)(HC) Chaplain  
candidates, officers only, 100 days  
ADT during program
- (J) TC (963IFCCK) 9027 ARS (SG) Health  
Professions Stipend Program. Full Stipend,  
officers only, no training authorized,  
Selected Reserve commitment
- (J) TD (963IFCCQ) 9027 ARS (SG)  
Health Professions Stipend Program  
Half Stipend, officers only, no training  
authorized, IRR commitment
- (J) TE (963IFCCK) 9027 ARS (SG)  
Enlisted Health Professions  
Baccalaureate Student Stipend  
\$100 per month, No training  
authorized.
- (K) TA (SG)  
--(S83IFB2B) Health Professions  
Scholarship Program (HPSP)  
Officers (2Lt) only, specialized  
training, 45 days ADT, pay only/  
no points  
-- (S83IFHWO) Health Professions  
Financial Assistance Program (FAP)  
Officers only, specialized training, 14  
days ADT, pay only/ no points

( ) = DoD Training and Retirement  
Category Code

HQ ARPC VA 36-3001  
24 October 2012

# Individual Ready Reserve (IRR)

- Participating IRR (PIRR) – PAS 96
  - Referred to as Cat E
- Non-Participating IRR – PAS S7
- Special Professional Education and Stipend Programs
  - PAS 96 and S8

# What is the PIRR? - PAS 96

- Participating Individual Ready Reservists (PIRR)
  - Normally referred to as Cat E
  - Also referred to as Non-Pay Programs
  - Train for points only - NO PAY
    - Except they can do MPA tours for pay
  - Various programs and Training requirements within PIRR

# Various PIRR Programs – Cat E (PAS 96)

- Ready Reinforcement Personnel Section (RRPS)
  - Managed by HQ RIO
  - Not assigned to a position
  - Line officer and enlisted only
  - 3 year assignment (need waiver to extend)
  - Training attachment and 35 Non-paid points (of which a minimum 16 non-paid IDTs are required)
  - DE optional for additional non-paid points
  - Reserve Section MT

# Various PIRR Programs– Cat E (PAS 96)

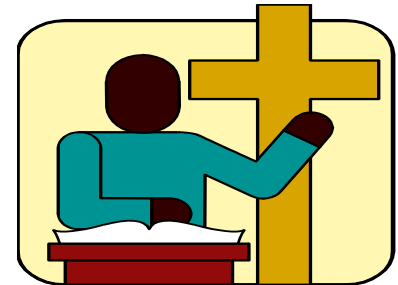
- Air Force Admissions Liaison Officer (AFALO)
  - Managed at USAF Academy (under RIO)
  - Not assigned to a position
  - Referred to as ALOs
  - Line officer only
  - Earn 48 non-paid points doing ALO duties
  - Can be performed as an additional duty in any AFSC
  - Reserve Section MX

# Various PIRR Programs – Cat E (PAS 96)

- Civil Air Patrol Liaison Program (CAPLO)
  - Managed by CAP, Maxwell AFB AL (under RIO)
  - Not assigned to a position
  - Line officer and enlisted only
  - 35 earned non-paid points
  - Can be performed as an additional duty in any AFSC
  - Reserve Section MX

# Various PIRR Programs – Cat E (PAS 96)

- Chaplains
  - Managed by AFRC/HC (under RIO)
  - Not assigned to a position
  - Officer and enlisted
  - Minimum of 16 non-paid IDTs required
  - Require training attachment
  - Used as resource to fill IMA positions
  - Reserve Section MX



# Various PIRR Programs – Cat E (PAS 96)

- Medical
  - Managed by AFRC/SG (under RIO)
  - Not assigned to a position
  - Officer and enlisted medical specialties
  - Minimum of 35 non-paid points required, additional points through CME (Continuing Medical Education)
  - Require training attachment
  - Used as resource to fill IMA positions
  - Reserve Section MX



# Various PIRR Programs – Cat E (PAS 96)

- Legal
  - Managed by AFRC/JAR (under RIO)
  - Not assigned to a position
  - Officer and enlisted
  - No minimum on non-paid IDT points
  - Require training attachment
  - Used as resource to fill IMA positions
  - Reserve Section MX



# Non-Participating IRR – PAS S7

- Obligated Reserve Section (ORS)
  - ORS – RA
    - Officer & Enlisted
    - Remaining military service obligation
    - ARPC acts as their MPF
  - ORS – RC
    - Officers with EAD commitment/ROTC
    - Enlisted in ROTC or scholarship program
    - AFPC acts as their MPF

# Non-Participating IRR – PAS S7

- Obligated Reserve Section (ORS) Continued
  - Non-Obligated Non-Participating Ready Personnel Section (NNRPS–RD)
    - Officer and Enlisted without MSO
      - Officers reassigned after 2 years
      - Enlisted reassigned/discharged at ETS
    - ARPC acts as their MPF

# Special Professional Education and Stipend **ARPC** acts as their MPF

- Legal Interns - PAS 96
  - Managed by ARPC/JA
  - Reserve Section MZ
- Health Professions Scholarship (HPSP) - PAS S8
  - Program Managed by ARPC/DPA
  - Reserve Section TA
- Chaplain Candidates - PAS 96
  - Managed by AFRC/HC
  - Reserve Section TB
- Medical Stipend - PAS 96
  - Managed by ARPC/DPA
  - Reserve Sections TC, TD, TE

## STANDBY RESERVE

### ACTIVE

Officer Promotion Eligible, no PRF or OPR required

### **Non-Affiliated Reserve Section (NARS)**

- (D) **NA (\$73IFLX2)** Non-obligated  
Normally 2 year retention, training not authorized  
--hardship (personal/community)  
--twice deferred officers not in sanctuary  
--pending discharge for cause
- (D) **NB (\$73IFLX3)** Obligated - training not authorized  
--same as NA and :  
--key employees  
--dual status (Res OFF/Reg Enl)  
--non-military delays/religious obligations
- (D) **NC (963IFIZN)** Reserve Sanctuary not retained in position
- (C) **ND (963IFIZP)**  
--Key employee with or without MSO (by application)

### INACTIVE

### **(N) RB (\$73IFLX6) Inactive Status List Reserve Section (ISLRS)**

Non-obligated. Training not authorized. Not eligible/ did not apply for retirement. Normally 3 year retention  
--exceeded 2 year retention  
NARS (N/A)/NNRPS  
--key employee  
--involuntary release from EAD  
--dual status (Res Off/Reg Enl)  
--sep pay recipients  
--unsatisfactory participants

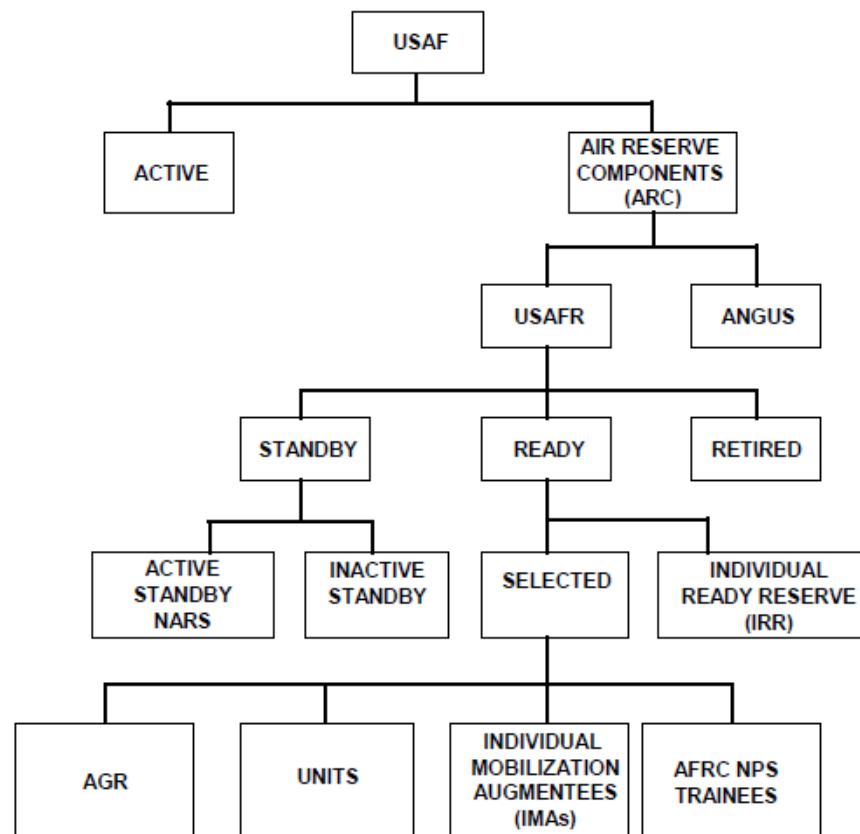
## RETIRED RESERVE

- ZA (\$73IFLX9)** Reserve waiting retired pay or eligible not yet applied (File AR/BR)
- ZB (\$73IFLYB)** Reserve drawing pay (File RA/RB)
- ZC (\$73IFILYC)** Reserve recalled to active duty (File BA/BR)
- ZD (\$73IFPPF)** Regular enlisted with less than 30 years service (File RA)  
Title 10 U.S.C., Section 688  
Mobilization Resource
- ZE (\$73IF1QO)** Regular and reserve disability (File RA/RB)
- ZF (\$73IF1SQ)** Reserve officer with 20 years active duty (File RB)  
Title 10 U.S.C., Section 688  
Mobilization Resource
- ZG (\$73IF24X)** Discharged. (Reserve retirement eligible or deceased with survivor benefit plan)(SBP)(File AR/BR)
- ZI (Last active duty PAS)** Regular enlisted with 30 years service and retired regular officers (File RA/RB)  
Title 10 U.S.C., Section 688  
Mobilization Resource
- ZJ (\$73IF5RT)** Reserve enlisted with 20 years active duty (File RA)  
Title 10 U.S.C., Section 688  
Mobilization Resource
- ZK (NO PAS)** Former ZG members. 20 sat. service years. Drawing retired pay (File RA/RB)
- ZG and ZK** have no military status

Inactive Standby and Retired Reservists are not eligible for promotion

## REFERENCES

DoDI 1100.19, Wartime Manpower Planning Policies and Procedures  
DoDI 1215.6, Uniform Reserve Training and Retirement Categories  
AFI 36-2115, Assignments Within the Reserve Components  
AFI 36-2608, Military Personnel Records System  
AFI 36-3209, Separation and Retirement Procedures for Air National Guard and Air Force Reserve Members  
AFI36-2612, USAFR Reenlistment and Retention Program  
AFI36-2254v1, Reserve Personnel Participation



# Standby Reserve – PAS S7

## ARPC acts as their MPF

- Non-Affiliated Reserve Section (NARS)
  - Non-Participating NARS – NA
    - Officer & Enlisted without MSO
    - Normally 2 years
    - Hardship, twice-deferred officer not in sanctuary, pending discharge for cause
  - Non-Participating NARS – NB
    - Officer & Enlisted with MSO
    - Key employees, dual status, hardship

# Standby Reserve – PAS 96

## ARPC acts as their MPF

- Participating NARS
  - NARS – NC (Reserve Sanctuary)
    - Officer & Enlisted
    - Reserve Sanctuary Eligible
    - No Pay, Points Only
    - Training attachment with IDTs and/or DE
  - NARS – ND (Key Employees)
    - Officer & Enlisted
    - No Pay, Points Only
    - Training attachment with IDTs and/or DE

# Standby Reserve – PAS S7

## ARPC acts as their MPF

- Inactive Status List Reserve Section (ISLRS – RB)
  - Officer & Enlisted
    - Reside in foreign country with SOFA prohibition
    - Dual Status
    - AD VSI after 3 years in NNRPS
    - Unsatisfactory performers qualified for Reserve Retirement
  - No training authorized/no membership points
  - Considered Inactive Status
  - R/R/date of rank date will be recalculated upon return to participating status

## STANDBY RESERVE

### ACTIVE

Officer Promotion Eligible, no PRF or OPR required

### **Non-Affiliated Reserve Section (NARS)**

- (D) **NA (\$73IFLX2)** Non-obligated  
Normally 2 year retention, training not authorized  
--hardship (personal/community)  
--twice deferred officers not in sanctuary  
--pending discharge for cause
- (D) **NB (\$73IFLX3)** Obligated - training not authorized  
--same as NA and :  
--key employees  
--dual status (Res OFF/Reg Enl)  
--non-military delays/religious obligations
- (D) **NC (963IFIZN)** Reserve Sanctuary not retained in position
- (C) **ND (963IFIZP)**  
--Key employee with or without MSO (by application)

### INACTIVE

### **(N) RB (\$73IFLX6) Inactive Status List Reserve Section (ISLRS)**

Non-obligated. Training not authorized. Not eligible/ did not apply for retirement. Normally 3 year retention  
--exceeded 2 year retention NARS (N/A)/NNRPS  
--key employee  
--involuntary release from EAD  
--dual status (Res Off/Reg Enl)  
--sep pay recipients  
--unsatisfactory participants

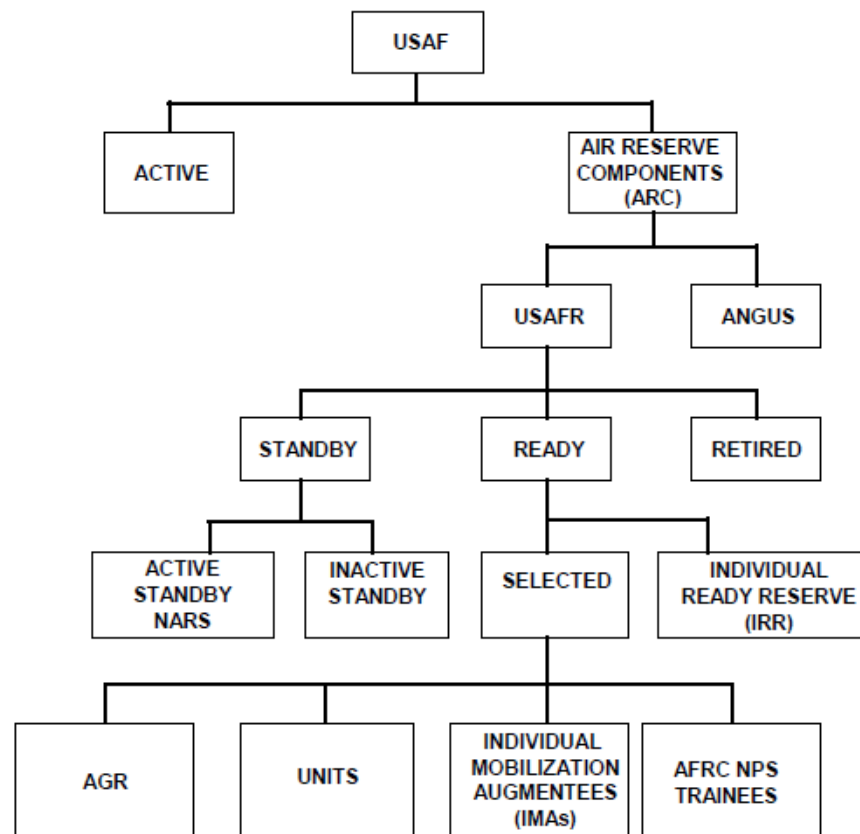
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- ZG and ZK have no military status**

**Inactive Standby and Retired Reservists are not eligible for promotion**

## REFERENCES

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AFI 36-3209, Separation and Retirement Procedures for Air National Guard and Air Force Reserve Members  
AFI36-2612, USAFR Reenlistment and Retention Program  
AFI36-2254v1, Reserve Personnel Participation



# Retired Reserve – S7

## ARPC acts as their MPF

- ZA – Reserve retired awaiting pay
  - Referred to “Grey Area” retiree
  - Limited benefits
- ZB – Reserve retired drawing pay
  - Same benefits as regular retiree
- ZD, ZI, ZJ – Regular officer and enlisted retired

# *Headquarters U.S. Air Force*

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*Integrity - Service - Excellence*

## *Participation/Points*



**TSgt Tonya Woosley  
TSgt Abrillo Corpuz  
Points Management Branch  
10 May 2017  
Version #1**

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# What is the Point Credit Accounting and Reporting System?

- Automated system used to:
  - Post points--flow from participation scheduling or pay
    - RCDJMS—MiIPDS
    - UTAPS—RCDJMS—MiIPDS
    - ALOWeb—UTAPS—RCDJMS—MiIPDS
  - Compute satisfactory service
  - Calculate retirement points

# Our Responsibilities

## ARPC Points Branch:

“Obtain and maintain the information necessary to accurately credit service for non-regular retirement of all Active Component and Reserve Component Service members under our (Air Force) jurisdiction.”

## ARPC Retirements Branch:

“Provide timely and accurate issuance of the notice of fulfillment of the service requirements for eligibility for non-regular retired pay and retirement process.”

DoDI 1215.7 ENCLOSURE 2

# Responsibilities con't...

## ARPC Points Branch

- Build & maintain service history and points
  - Manually update points (Pay, DL & Pers/Pay Rejects)
- Integrate counterpart Service points & service history
- Post non-paid points—HCT rewind
- Support units/members—R/R, PCARS questions, OxE...
- SME support to AF-IPPS, promotion, FD & DT boards

## Unit Level

- Update members current R/R year points
- Encourage members to review points history

# Law—Regulation—Policy

- **Title 10 U.S.C. 12732(a)(2): Point categories**
- **Title 37 U.S.C. 206(d): Nonresident education ROE**
- **DoDIs 1215.6 & 1215.7: Participation ROE & points**
- **DoD 7000.14 – R: O4E and delayed enlistment ROE**
- **AFI 36-2254V1: Reserve participation**
  - **Expands Title 10, Title 37 & DoDIs**
- **ANGI 36-2001: Participation & points ROE**

# Retention/Retirement Date

- Foundation for calculating retirement points and satisfactory service
- Established by the date the member entered into active service or active status in a Reserve Component
- Adjusted for breaks-in-service

**AFI 36-2254V1 – DoDI 1215.7**

# Point Categories

- Active Duty = one point per day
- Inactive Duty Training = one point for 4 hours, not to exceed 2 points per day
- Funeral Honors Duty = credited with one point per day
- Extension Courses = one point for each 3 hours of EBDL study
- Membership = 15 points credited for active Reserve status membership per R/R year

10 U.S.C. 12732 (a)(2) & DoDI 1215.7

# Maximum Points Creditable for Retirement

Maximum Inactive Duty credit applies to a combination of:

IDT(DRILL) + IDS(Funeral Honors) + ECI + Mbr = Max IDT Credit

- Before 23 September 1996
  - 60 max inactive duty training pts per R/R year
- On/after 23 September 1996 but before 30 October 2000
  - 75 max...
- On or after 30 Oct 2000
  - 90 max...
- On or after 30 Oct 2007
  - 130 max...
- A maximum of 365 points (366 points in a leap year) may be credited each R/R year

**DoDI 1215.7**

# Satisfactory Service

- A year of satisfactory Federal service for retirement is awarded when a member earns at least 50 points (including membership points) for the entire retention/retirement year
- A partial year of satisfactory Federal service for retirement is awarded when a member earns a minimum number of required points (including prorated membership points) during a partial retention/retirement year

**DoDI 1215.7**

# Creditable Service

- Army, Army Reserve and Army National Guard
- Navy and Navy Reserve
- Air Force, Air Force Reserve and Air National Guard
- Marine Corps and Marine Corps Reserve
- Coast Guard and Coast Guard Reserve
- Attendance at Preparatory Schools
- Academy service for enlisted members

**DoDI 1215.7**

# Non-creditable Service

- Academy service if commissioned
- Inactive Status List Reserve Section
- Inactive National Guard
- Retired Reserve
- Temporary Disability Retirement List
- Civilian status
- Health Professional Scholarship Program
- Reserve Officers' Training Corps

# PCARS Computer Printout

R/R date

R/R DATE----- 0416

ACC-PCARS-DT---- 11 FEB 2005  
 LOST-PTS-DT----- 05 JAN 2014  
 CAREER ST-DT----- 16 APR 1998  
 DOB-----  
 P-REC-STAT----- 48  
 ART-TECH-ID----- APR 1998  
 PTS-TOT-TAFCS--- 0  
 RET-ELIG-----  
 DIEUS----- 16

SSAN:

GR: TSG

DATE: 30 JAN 2017

REC-STAT----- 47

TAFMS----- 130323  
 TAFCS-----  
 OATH-DT-----  
 PAYDATE----- 16 APR 1998  
 PAS----- BU2IF4GV  
 EDCSA----- 30 JAN 2010  
 REC-DEL-DT-----  
 DT-20-COMP---- 1  
 REC-CONV-FLAG-

Record Status Code

Total Retirement Points

Satisfactory Service

## \*\*SERVICE HISTORY\*\*

PTS	ACRD	TO	AD	IDT	IDS	ECI	MBR	TOTAL	RETIRE	SATSVC	HIST	QUAL
16	APR	1998	15	APR	1999	0151	0014	0000	0000	015	00180	00180
16	APR	1999	15	APR	2000	0000	0034	0000	0000	015	00049	00049
16	APR	2000	15	APR	2001	0000	0009	0000	0000	015	00024	00024
16	APR	2001	15	APR	2002	0000	0000	0000	0000	015	00015	00015
16	APR	2002	15	APR	2003	0097	0000	0000	0000	011	00108	00108
16	APR	2003	15	APR	2004	0366	0000	0000	0000	000	00366	00366
16	APR	2004	15	APR	2005	0304	0008	0000	0000	003	00315	00315
16	APR	2005	15	APR	2006	0292	0029	0000	0024	015	00360	00360
16	APR	2006	15	APR	2007	0365	0000	0000	0014	015	00394	00394

Year-by-year Service History

16	APR	1998	15	APR	1999	0151	0014	0000	0000	015	00180	00180	010000	AV	1
16	APR	1999	15	APR	2000	0000	0034	0000	0000	015	00049	00049	000000	AV	1
16	APR	2000	15	APR	2001	0000	0009	0000	0000	015	00024	00024	000000	AV	1
16	APR	2001	15	APR	2002	0000	0000	0000	0000	015	00015	00015	000000	AV	1
16	APR	2002	15	APR	2003	0097	0000	0000	0000	011	00108	00108	010000	ZR	1
16	APR	2003	15	APR	2004	0366	0000	0000	0000	000	00366	00366	010000	FR	1
16	APR	2004	15	APR	2005	0304	0008	0000	0000	003	00315	00315	010000	ZV	1
16	APR	2005	15	APR	2006	0292	0029	0000	0024	015	00360	00360	010000	FV	4
16	APR	2006	15	APR	2007	0365	0000	0000	0014	015	00394	00394	010000	FV	4

TYPE DUTY (TD) CODES: 1=AD OTHER 2=AD SPEC 3=AD SCHOOL 4=AD ANNUAL 5=EAD  
 6=AFTP 7=IDT 8=IDT NONPAY 9=ECI A=AD NONPAY B=CONTINUATION PAY  
 TRAINING PERIOD(TP) CODES: 0=BOTH 1=AM 2=PM

## \*\*CURRENT R/R YEAR POINTS\*\*

FROM DT	TO DT	PTS	TD	TP
08 JAN 2013	08 JAN 2013	002	7	0
09 JAN 2013	09 JAN 2013	002	7	0
25 JAN 2013	25 JAN 2013	002	7	0
24 FEB 2013	24 FEB 2013	002	7	0

Current R/R year points

# Common Service History Status Codes

- Air Force:

- FR = Active Duty Air Force
- FV = Air Force Reserve/Guard

- Army

- AR = Active Duty Army
- AV = Army Reserve
- AG = Army Guard

- Navy

- NR = Active Duty Navy
- NV = Navy Reserve

- Marines:

- MR = Active Duty Marines
- MV = Marine Reserve

- Coast Guard

- PR = Active Duty Coast Guard
- PV = Coast Guard Reserve

- Non-Creditable

- XC = Civilian Break
- XT = ROTC
- XA = AF Academy

# OxE Pay

- Qualifications:
  - Officers O1 through O3
  - Effective 1 January 2002
  - Accrue at least 1,460 [total](#) points as a warrant officer or enlisted member prior to commission date
  - Points may be IDT, AD, distributed learning courses or membership
- Members Pay Adjustment Process
  - CSS/FSS submits CMS case to DFAS RC Indianapolis

**DoD 7000.14 – R Vol 7A Chapter 1**

# BCMRs

- Exhaust all other remedies first
  - “Errors can often be corrected administratively...”
- >30% of Points BCMRs are first attempts at resolution
- Call first—we can help or recommend COA

**AFI 36-2603, Paragraph 3.3**

## ***Record Check Reminder***

“As you approach the closeout of your retention/retirement year, please take a few minutes and review your participation points in vMPF to ensure your points have updated and you are on track to complete both satisfactory retention/retirement and fiscal years.”

# Contact Us

[Points Management Branch](#)

tfsc@mailds01.csd.disa.mil

Voice: 210-565-0102/665-0102

Fax: 478-327-2215

# *Headquarters U.S. Air Force*

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*Integrity - Service - Excellence*

## Retirements



**TSgt Trinita McNutt**

**Mr Bob Scott**

**ARPC/DPTTR**

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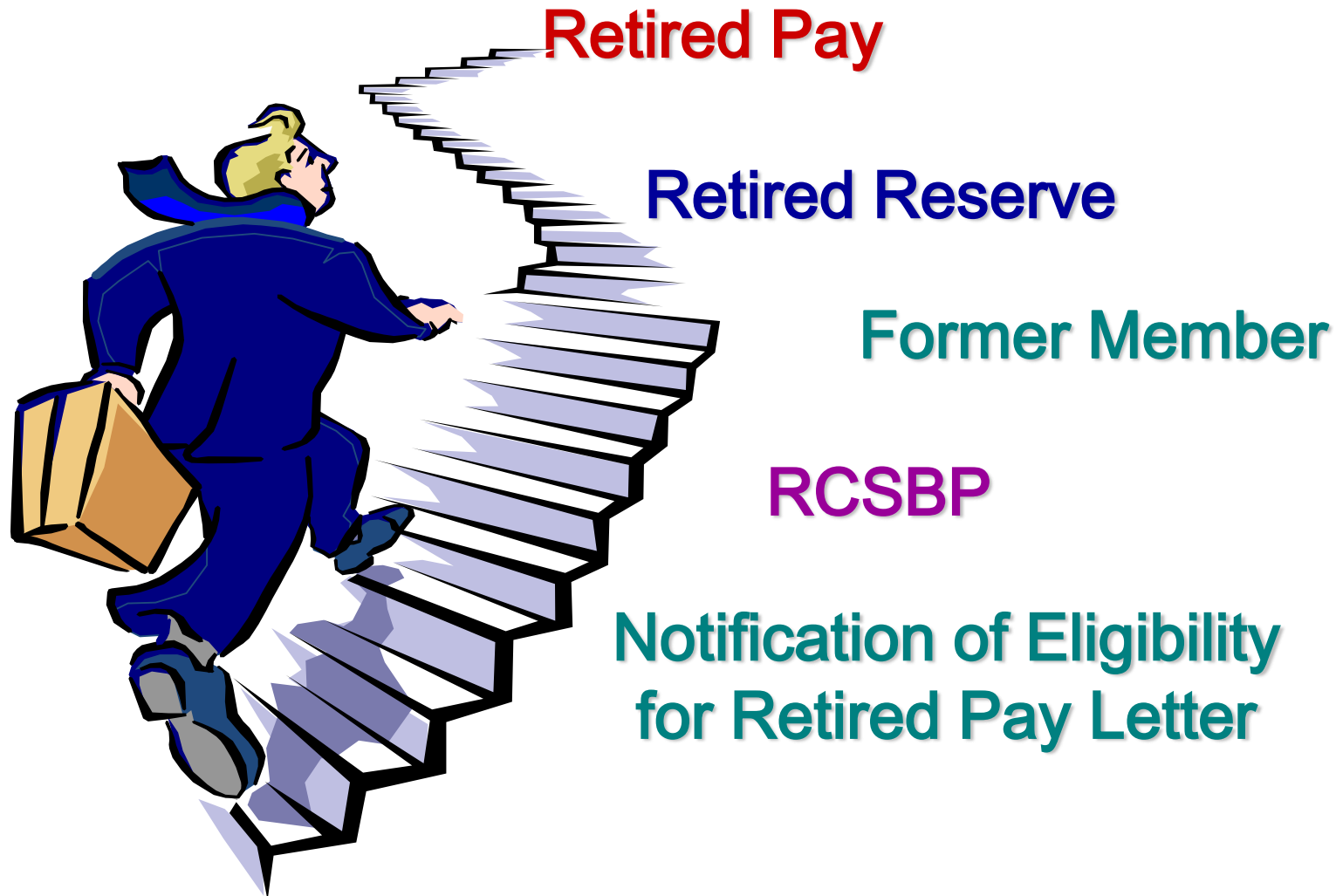
# Will You Be Able To Retire?

**Prepare now so you do not have to worry later**



**What you do today affects tomorrow**

# Retirement Life Cycle



# Retirement Life Cycle



**Notification of Eligibility  
for Retired Pay Letter**

# Notification of Eligibility for Retired Pay Letter ("aka 20-Year Letter")

- Eligibility Requirements
  - 20 years of satisfactory service
- Satisfactory Service
  - Minimum of 50 points earned through a combination of active duty, IDT, IDS, ECI, and membership points during a specific 12 month period (Retention/Retirement Year)
  - Partial R/R, points required are prorated for partial year credit
  - Maximum 130 reserve points (IDT, ECI, membership) may be credited towards retirement each year
  - Total points for any R/R year cannot exceed 365/366
- Retrieve letter from vPC approximately 12 months after R/R close-out for 20th year



# Retirement Life Cycle



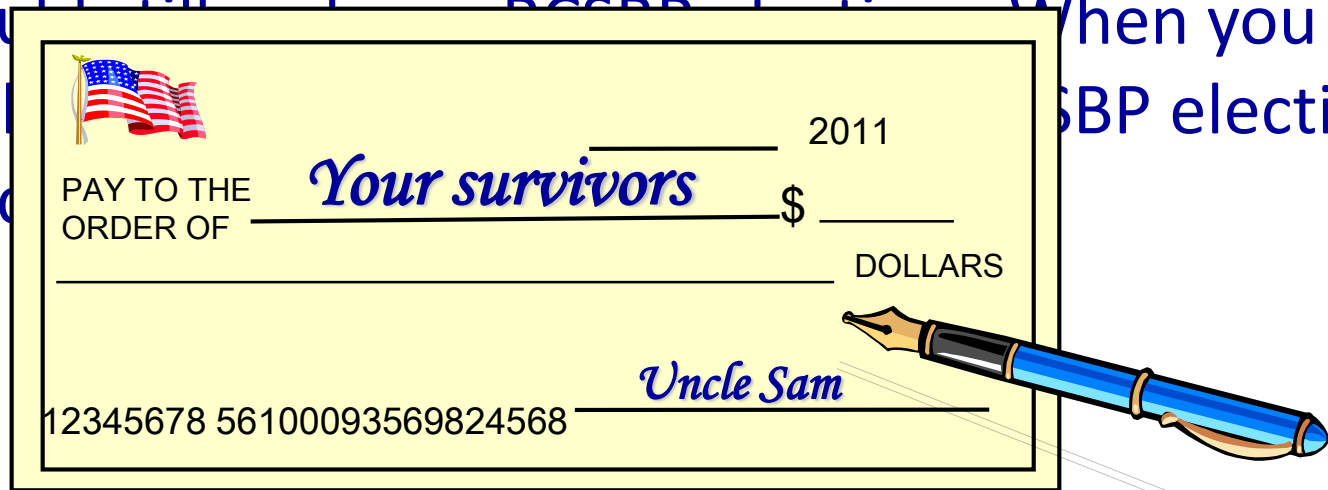
**RCSBP**

**Notification of Eligibility  
for Pay Letter**

# Reserve Component Survivor Benefit Plan (RCSBP)

- Purpose

- To provide beneficiaries a portion of a member's retired pay
- Planning on an active duty retirement? You should still consider RCSBP. When you apply for retirement, you will make a SBP election which will determine if you want to enroll in RCSBP.



# RCSBP Timing

- Timing:
  - ARPC will notify you to go online to vPC to retrieve your 20 year letter and review your RCSBP information
    - By law, you have 90 days to make a change to your automatic RCSBP selection once you are notified
  - Premiums don't start until you begin receiving retired pay



# RCSBP Options

- ARPC will notify you to go online to vPC to retrieve your 20 year letter and review your RCSBP information
- By law, you have 90 days to make a change to your automatic RCSBP selection once you are notified
- Premiums don't start until membership begins receiving retired pay
- Irrevocable Decision
- Three Options A, B or C



# Retirement Life Cycle



Former Member

RCSBP

Notification of Eligibility  
for Retired Pay Letter

## ***What is a Former Member?***

- An individual who, for whatever reason, was separated or discharged instead of transferring to the Retired Reserve
  - May **not** be reappointed or enlisted solely for retirement
  - Do not accrue longevity
  - Must contact ARPC for pay application forms
  - Receive DD Form 2765 ID card

# Former Members Pay

**If initial entry into military service is:**

- **Prior to 8 Sep 80**
  - **Pay scale in effect on retired pay effective date**
- On or after 8 Sep 80
  - Average of highest 36 months prior to date of discharge

# Retirement Life Cycle



**Retired Reserve**

**Former Member**

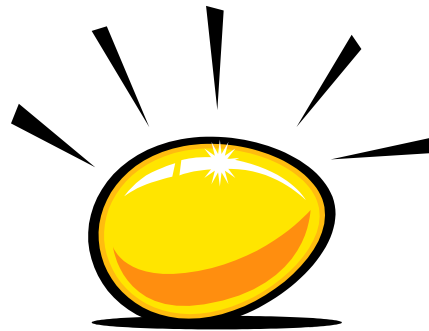
**RCSBP**

**Notification of Eligibility  
for Pay Letter**

# Retired Reserve

- Must meet qualification

***20 Years of Satisfactory Service***



- 10 years commissioned service requirement
  - Applies only to Active Duty retirements

# Applications to Retired Reserve

- Voluntary Retirement
  - Guardsmen/Reservists apply to transfer to the Retired Reserve using the vPC online application
    - Track application online as it gets processed
    - Automatically routed to commanders for coordination
    - MPF can utilize vPC reports to see which members have applied for retirement
    - Members must comply with yearly end strength policies in place at the time of retirement application
- Involuntary Retirement/Separation
  - Transfer to Retired Reserve is automatic unless otherwise requested
  - Mandatory Service Date (MSD)
  - High Year of Tenure (HYT) - Reserves only

# Retired Reserve

- ETS/MSD/HYT
  - Retirement effective date must be on or before ETS/MSD/HYT
- Withdrawals/Cancellations
  - Over 30 days prior to retirement effective date (member uses vPC application to request, vPC application automatically re-routes through coordination)
  - Under 30 days prior to retirement effective date
    - Written request by member and Commander(s)/Program Manager must be sent to ARPC prior to effective date
    - ARPC will update the vPC application and process if meets all requirements

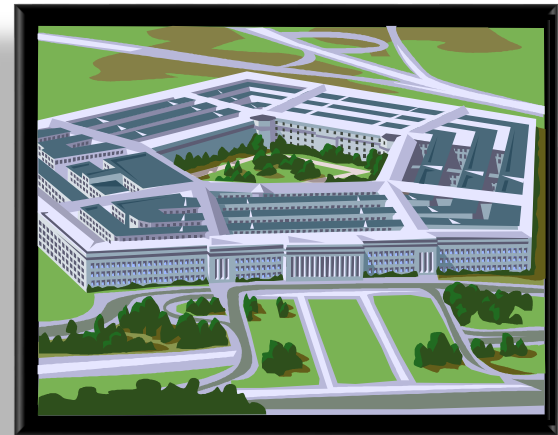
# Applications to Retired Reserve

- General Officers
  - ANG
    - Complete AF IMT 131
    - Obtain state TAG recommendation
    - NGB/GO
      - IG check
    - Forward to ARPC Contact Center
  - Reserve
    - Complete AF IMT 131
    - HQ AF/REG
      - IG check
    - Forward to Total Force Service Center -



# Retired Reserve

- Highest Grade Held (HGH)
  - Orders will indicate HGH
- Grade Approval Authority:
  - ARPC, delegated from SAF
  - Only SAF can approve grade lower than HGH



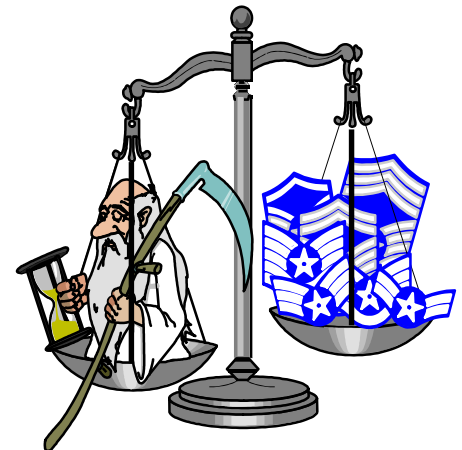
# Retired Reserve

## Officer Time in Grade – By Law

- **Voluntary Retirement**
  - Lt Col and above three years satisfactory service TIG
  - Major and below six months satisfactory service TIG
- **Involuntary Retirement/Separation**
  - All officers separated due to MSD, age 60 or medical disqualification six months satisfactory service TIG
  - ANG – Selected non retention is not involuntary for TIG purposes

# Retired Reserve

- Enlisted Time-In-Grade – No TIG requirement – By Law
  - Guard Policy
    - Guard service commitment policy
      - In-residence training – 2 to 3 years
        - **ANGI 36-2101, 5.1 and 5.2**
      - Promotions for top three ranks
        - **CMSgt, SMSgt – 2 years**
        - **MSgt AGR – 2 years**
        - **MSgt Traditionals/Techs – 1 year**
  - Reserve Policy
    - Reserve service commitment policy
      - **In-residence training – 3 years**
      - **Promotions for top three – 2 years**



# Retired Reserve Gray-Area (Awaiting Pay) Benefits

- Retirement Package
  - Retirement Certificate
  - Spouse Certificate
  - Presidential Certificate
  - Presidential Letter - with 30 years of service
  - Retirement Pin
  - Flags for **Guardsmen and Reserve/IMA** members are provided by Total Force Service Center – Denver



# Retired Reserve Gray-Area (Awaiting Pay) Benefits

**Morale, Welfare  
& Recreation**



**Space A  
Travel  
& Lodging**

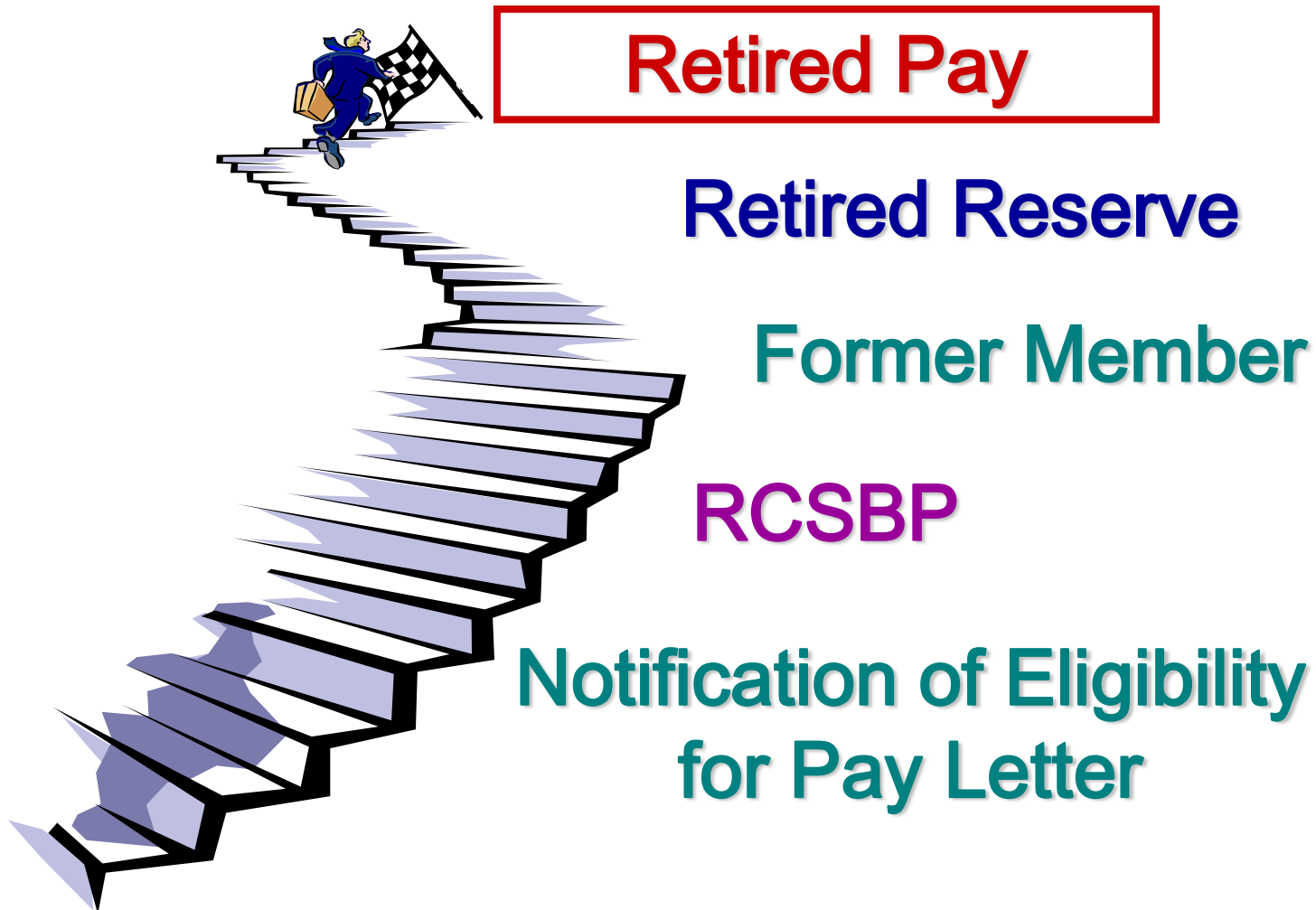
**Medical  
(Tricare Retired Reserve)**



**Commissary & BX  
Privileges**



# Retirement Life Cycle



# Reserve Retired Pay

- **Qualifications for Reserve Retired Pay**
  - 20 Years Satisfactory Service
  - Generally Age 60
  - Title 10 U.S.C. Section 12308 waiver is required for for service credit past age 60, Points and service will not be credited towards retired pay without the waiver

**However...**



# Reduced Retired Pay Age

- Effective with the NDAA signed on 28 Jan 08
  - Age 60 may be reduced by 3 months for each 90 days cumulative qualifying AD service in a fiscal year (FY). However, beginning w/FY15/16, qualifying active duty may be combined between consecutive fiscal years.
    - Qualifying AD
      - Qualifying service is identified in Title 10, U.S.C. Section 101(a)13(b) or 12301(d)
      - MPA, RPA (special, school)
    - Non-qualifying AD
      - AT, AGR, Disciplinary holds
      - ANG: State AD and Title 32 (unless called to Federal Emergency under 502(F))
  - May not be reduced below 50 years of age
  - Not retroactive for service prior to 29 Jan 08

# Reduced Retired Pay Age Application

- Submit qualifying orders using the vPC online application
- ARPC doesn't have access to your orders
- Working on automated flow of AROWS data to the RRPA application
- Be sure to keep track of all your participation for proper credit
- Don't wait to be contacted, use the online application, if you think you have eligible service, especially if you are nearing your reduced retired pay age
- Contact ARPC four months prior to your confirmed reduced pay age to apply for pay

# Retired Pay

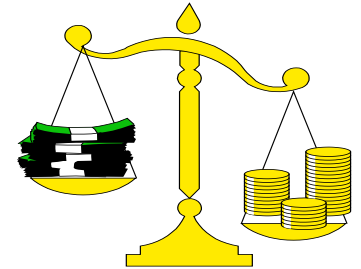
- You must apply, not automatic
  - 4 months prior to retired pay effective date (usually age 60), you will receive application instructions
    - Make sure your address, e-mail, and telephone are current!



- 6 Year Statute of Limitation—Barring Act
  - Any claim received after eligibility, can only be paid retroactive for pay - 6 years maximum

# Retired Pay Computations

- Which one applies to you...
  - If initial entry into military service is:
    - Prior to 8 Sep 80 = more money
      - Pay scale in effect on your retired pay effective date
    - On or after 8 Sep 80 = less money (High 3)
      - Average of the last 36 months of basic pay in effect prior to your retired pay effective date



# Retired Pay/RCSBP Calculator

*Compute Retired Pay  
using the RCSBP Calculator*

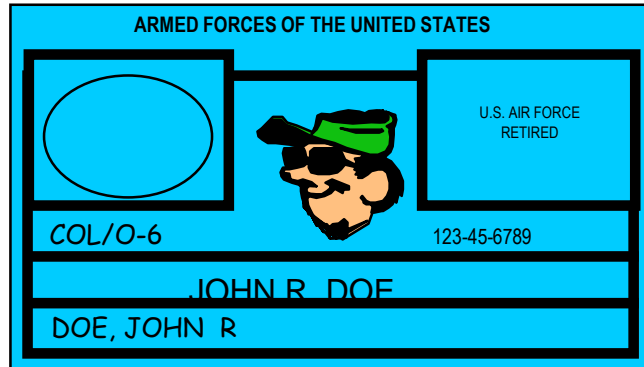


**Located on myPers at: <https://mypers.af.mil>**

# Retired Pay Offset

- Federal law requires recoupment of VSI, SSB, or VSP payments from those who receive retired pay
  - Your pay will be adjusted by DFAS-Cleveland
  - Maximum payback percentage will be 40%

# Retired Pay – Benefits



**New Identification Card**

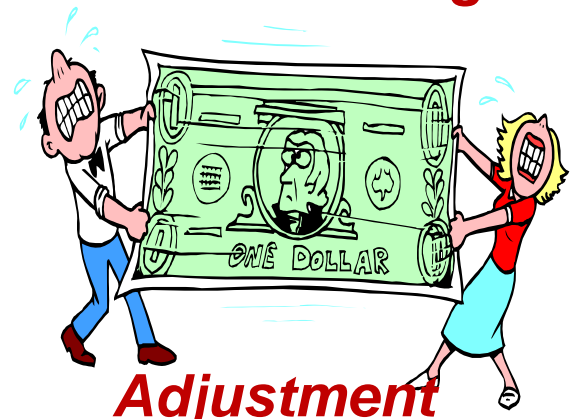
**Expanded  
Space A Travel**



**Medical until Age 65**

**TRICARE for Life  
Option at Age 65**

**Cost of Living**



**Adjustment**

# AGR/Active Duty Retirements

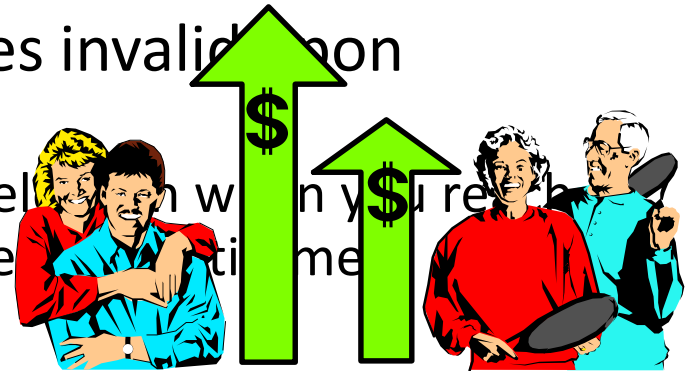
- **Eligibility Requirements**
  - **Must complete 20 Years Total Active Federal Military Service (TAFMS)**
  - **Officers – 10 years of active commissioned service required**
  - **Retired pay effective date is the first day of the month**

# How to Apply

- Complete on line application using vPC
  - HQ AGRs apply thru AFPC
- Track application online as it is processed
- Application is automatically routed to commanders for coordination
- Must apply 6 months but no more than 1 year plus any terminal leave, prior to requested effective date
- Withdrawal/Cancellations
  - Over 30 days to prior to retirement effective date (member uses vPC application to request, vPC application automatically re-routes through coordination)
  - Under 30 days prior to retirement effective date (requires a written request by member, coordination by member's chain of command, and sent to ARPC prior to effective date)

# Survivor Benefit Plan

- Make Survivor Benefit Plan (SBP) election
  - DD Form 2656 – Attach to on-line retirement application
  - Cost-approximately 6.5% of retired pay for spouse coverage
  - Previous RCSBP election becomes invalid upon retirement
    - But, be sure to make your RCSBP election within your retirement application



# 10 USC 8911 Retirement (Officer)

- TIG Requirement
  - Voluntary Retirement
    - Major and below - 6 months active duty service
    - Lt Col and above - 3 years active duty service
  - Involuntary Separation
    - All officers - 6 months active duty service
    - MSD or involuntary separation from AD



# 10 USC 8914 Retirement (Enlisted)

- Will retire in grade held on date of retirement
- Service commitment TIG policy
  - MSgt, SMSgt and CMSgt - 2 years
- Highest Grade Held
  - Pay may be at highest grade held
  - Only SAF can approve grade lower than HGH
  - If demoted for cause but higher grade is approved, then member will be advanced on the Retired List at 30 year date



# Retired Pay Computation

- Defense Finance Accounting Service-Cleveland (DFAS-CL) calculates and disperses pay
- There are 3 computations needed to determine Active Duty retired pay
  - TAFMS - determines eligibility
  - 1405 Service - determines retired pay percentage multiplier
  - Service for Basic Pay (Longevity Service)
    - Determines what pay scale to use
- Which Retired Pay Formula – is based on Date of Initial Entry into the Uniformed Services (DIEUS)

# How to Compute 1405 Service

- What is 1405 Service?
  - Inactive duty days a member is credited with when not on full time active duty
- To compute 1405 Service
  - Credit one day for each Reserve point
  - Limited to (60/75/90) 130 points (days) per R/R year
  - Total points for any R/R year cannot exceed 365/366
  - Total Reserve points, divide by 30 = years, months, days
  - Add this figure to TAFMS to get 1405 service

# How to Compute Service for Basic Pay (Longevity)

- Total years of service in military
- Subtract beginning date from ending date (add a day)
- Minus any breaks in service

# Retired Pay Computations

Which one applies to you...

- If initial entry into military service is:
    - Prior to 8 Sep 80
      - Pay scale in effect on retired pay effective date
    - On or after 8 Sep 80
      - Average of the high 36 months of AD prior to retired pay effective date
    - On or after 1 Aug 86
      - Applies to members who accepted *15 year career status bonus*
        - Referred to as Redux or 40% at 20 years
          - Reduced by 1% for each full year of service less than 30 years
      - Average of the high 36 months of AD prior to retired pay effective date
- AD Retired Pay Calculator at:**  
<http://www.defenselink.mil/militarypay/retirement/calc/index.html>

AD Time

1405 Service

Misc. AD Time

AGR Time

PTS	ACCRUED	TO 000331	7384	0596	00130	513	08623	08242	320101		
H	590828	600827	0365	0000	0000	000	00365	00365	010000	AR	1
H	600828	610827	0366	0000	0000	000	00366	00366	010000	AR	1
H	610828	620730	0337	0000	0000	000	00337	00337	001103	AR	1
H	620731	630730	0000	0000	0000	015	00015	00015	000000	YU	1
H	630731	640730	0000	0000	0000	015	00015	00015	000000	YU	1
H	640731	650730	0000	0000	0000	015	00015	00015	000000	YU	1
H	650731	660730	0000	0000	0000	015	00015	00015	000000	YU	1
H	660731	670730	0000	0000	0000	015	00015	00015	000000	YU	1
H	670731	670827	0000	0000	0000	001	00001	00001	000000	YV	1
H	670828	710202	CIVI	LIAN	STA	TUS				XC	
H	710203	720202	0015	0048	0017	015	00095	00075	000000	FV	1
H	720203	730202	0017	0048	0000	015	00000	00077	000000	FV	1
H	730203	740202	0015	0048	0009	015	00087	00075	000000	FV	1
H	740203	750202	0015	0048	0000	015	00078	00075	000000	FV	1
H	750203	760202	0015	0048	0000	015	00078	00075	000000	FV	1
H	760203	770202	0015	0052	0000	015	00082	00075	000000	FV	1
H	770203	780202	0015	0046	0015	015	00091	00075	000000	FV	1
H	780203	790202	0015	0046	0021	015	00097	00075	000000	FV	1
H	790203	800202	0015	0048	0009	015	00087	00075	000000	FV	1
H	800203	810202	0015	0048	0000	015	00078	00075	000000	FV	1
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H	840203	850202	0366	0000	0028	015	00409	00366	010000	FV	5
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H	860203	870202	0365	0000	0000	015	00380	00365	010000	FV	1
H	870203	880202	0365	0000	0000	015	00380	00365	010000	FV	1
H	880203	890202	0366	0000	0000	015	00381	00366	010000	FV	1
H	890203	900202	0365	0000	0000	015	00380	00365	010000	FV	1
H	900203	910202	0365	0000	0000	015	00380	00365	010000	FV	1
H	910203	920202	0365	0000	0000	015	00380	00365	010000	FV	1
H	920203	930202	0366	0000	0000	015	00381	00366	010000	FV	1
H	930203	940202	0365	0000	0000	015	00380	00365	010000	FV	1
H	940203	950202	0365	0000	0000	015	00380	00365	010000	FV	1
H	950203	960202	0365	0000	0000	015	00380	00365	010000	FV	1
H	960203	970202	0366	0000	0000	015	00381	00366	010000	FV	5
H	970203	980202	0365	0000	0000	015	00380	00365	010000	FV	4
H	980203	990202	0365	0000	0000	015	00380	00365	010000	FV	4
H	990203	000202	0365	0000	0000	015	00380	00365	010000	FV	4
H	000203	000331	0058	0000	0000	002	00060	00060	000128	FV	4

1405 Service

## *Retired Pay Computation*

**Active Duty Time**                      **02 11 03**

**AGR Time**                                **16 09 00**

**Misc AD**                                **+00 06 17**

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**TAFMS**                                **20 02 20 = 50.43%**

**1405 Service**                      **+02 04 16**

---

**22 07 06 = 56.45%**

**E7 w/over 26 yrs 50.43% = \$2428**

**E7 w/over 26 yrs 56.05% = \$2698**

**Pay calculated off Longevity Years**  
**(over 20, 22, 24 up to 40 years)**

# ***Blended Retirement System***

- **Modernized retirement plan**
  - **Known as Blended Retirement System (BRS)**
  - **FY16 National Defense Authorization Act (NDAA)**
  - **Public Law 114-92**
  
- **Eligible pool**
  - **Mandatory for members entering service on or after 1 Jan 2018**
  - **Optional for members with less than 12 years of service (less than 4320 retirement points for ARC) as of 31 Dec 2017**
  
- **REDUX / Career Status Bonus (CSB) ends upon implementation of BRS**

# *Plan Comparison*

## ■ Legacy Retirement System (High-3)

- Must serve at least 20 years of service to qualify
- Only 20% of members entering service reach retirement
- Defined retirement annuity computed as  
2.5% X Years of Service X High-3 average

## ■ Blended Retirement System

- Must serve at least 2 years (from pay date) to be vested
- 85% of service members will receive benefits
- Defined retirement annuity computed as  
2.0% X Years of Service X High-3 average
- Blends retirement annuity with TSP
- Continuation pay
- Lump sum retired pay option (25 or 50% with reduced annuity)

# ***TSP Contributions***

<b>Individual Contribution</b>	<b>Agency Automatic Contribution (after 60 days)</b>	<b>Total TSP Monthly Contribution (after 60 days)</b>	<b>Agency Matching Contribution (after 2 YOS)</b>	<b>Total TSP Monthly Contribution (after 2 YOS)</b>
<b>0%</b>	<b>1%</b>	<b>1%</b>	<b>0%</b>	<b>1%</b>
<b>1%</b>	<b>1%</b>	<b>2%</b>	<b>1%</b>	<b>3%</b>
<b>2%</b>	<b>1%</b>	<b>3%</b>	<b>2%</b>	<b>5%</b>
<b>3%</b>	<b>1%</b>	<b>4%</b>	<b>3%</b>	<b>7%</b>
<b>4%</b>	<b>1%</b>	<b>5%</b>	<b>3.5%</b>	<b>8.5%</b>
<b>5%</b>	<b>1%</b>	<b>6%</b>	<b>4%</b>	<b>10%</b>
<b>6%</b>	<b>1%</b>	<b>7%</b>	<b>4%</b>	<b>11%</b>

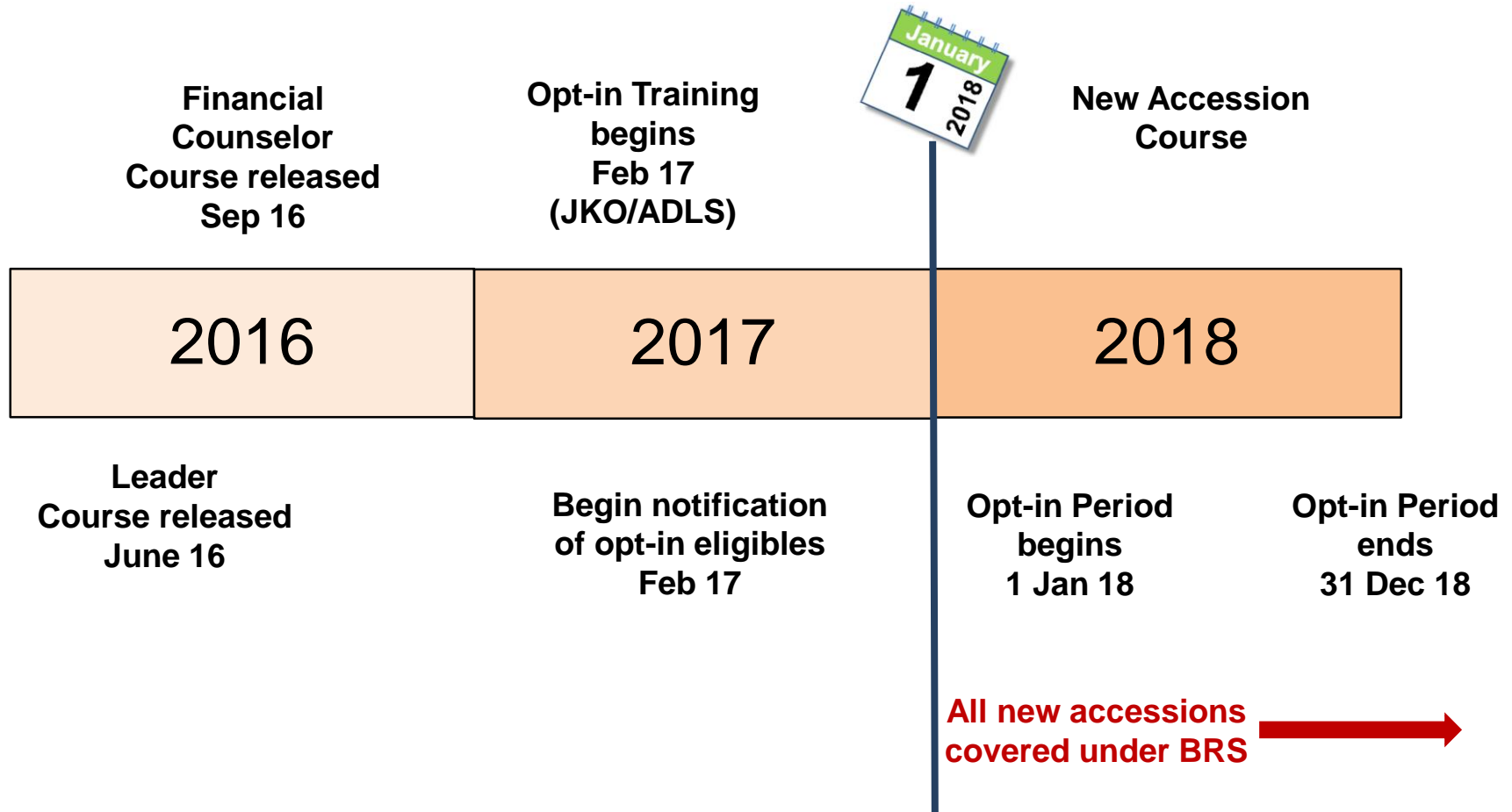
- **Member contributions begin first pay period after opting in**
- **DoD automatic begin first pay period after enrollment**
- **Matching contributions vested after two years from paydate**

# ***Continuation Pay***

- **Mid-career retention incentive**
  - **Offset reduced retired pay / encourage retention**
  
- **Eligible at 8-12 YOS with 4-year service commitment**
  - **Must agree to service commitment and obtain retainability at time of election**
  
- **Pay ranges from 2.5 to 13 times monthly base pay**
  - **Secretary will determine based on manning / AF needs**

# Implementation Timeline

**BRS goes into effect 1 Jan 18**



# ***Opt-in Process***

- **May elect to opt-in 1 Jan 2018 thru 31 Dec 2018**
- **Decision to opt-in is irrevocable**
- **Must take DoD opt-in training prior to election**
- **Election made through myPay website**

# ***Other Concerns***

- **BRS does not change division of retired pay under Uniformed Services Former Spouses Protection Act**
- **Airmen under the Blended Retirement System may still elect the Survivor Benefit Plan**
- **Lump sum election may impact other programs (TBD)**
  - **Department of Veterans Affairs (VA) compensation**
  - **Combat Related Special Compensation or Concurrent Retirement Disability Pay (CRDP)**
  - **Survivor Benefit Plan payout**

# *Headquarters U.S. Air Force*

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*Integrity - Service - Excellence*

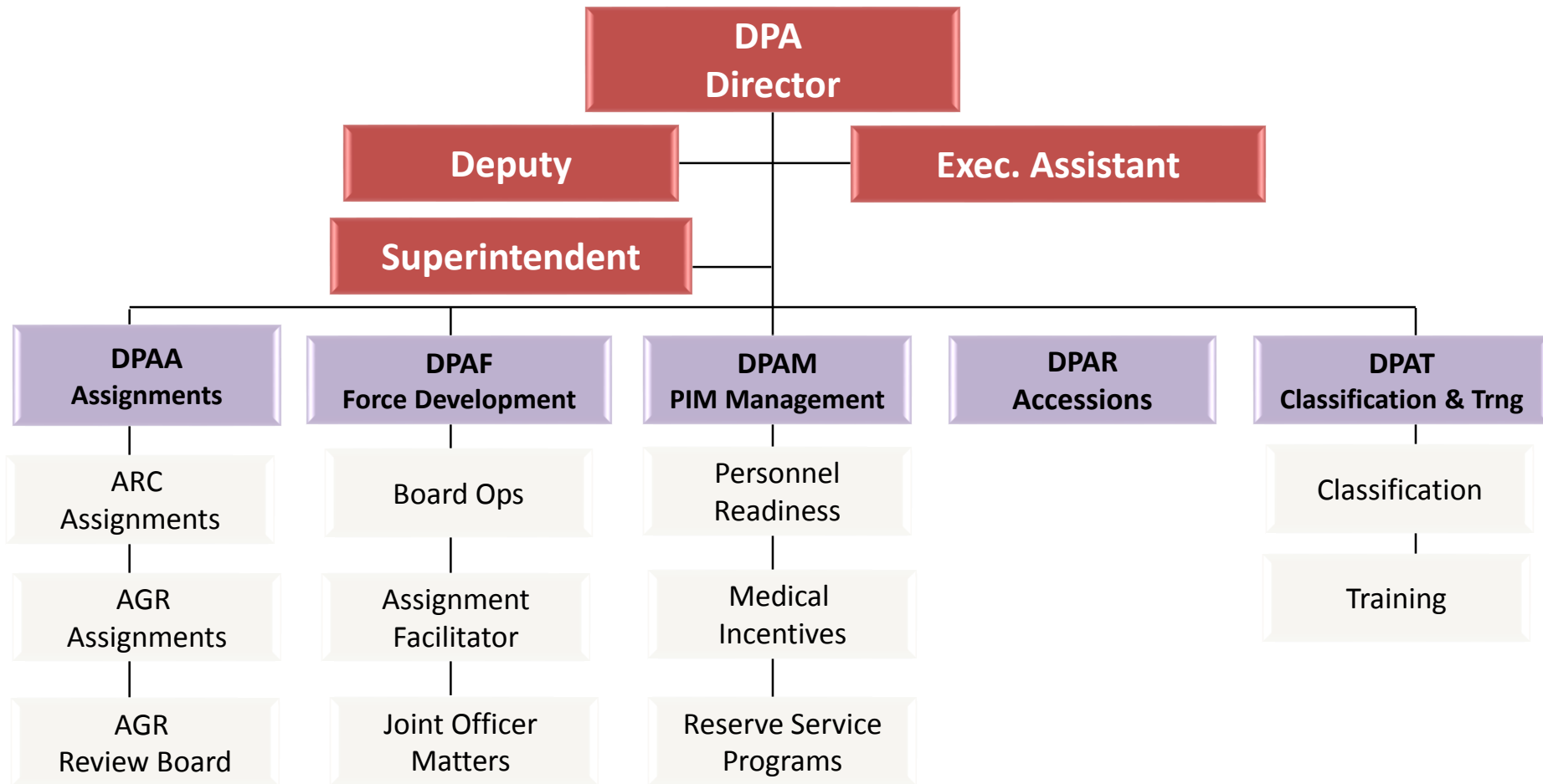
## Assignments Directorate DPA



**DPA**  
**May 2017**

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# Organizational Structure



# ***DPAF: Force Development Division***

## **What We Do:**

- **Reserve Officer and Enlisted Development Teams (DT)**
  - **Designed to produce Airmen who possess tactical expertise, operational competence and strategic vision**
  - **Provides senior leader mentorship matching individual desires and capabilities with Air Force Reserve needs**
- **Reserve School Boards**
  - **Exceptionally well qualified AFR members who have expressed their desire for Leadership and Return on Investment for the AFR**
- **Reserve Development Plans (R-ODP & R-EDP)**
  - **Important tool for USAFR Member's to communicate their personal career goals to DT and school boards**
- **Stripes for Exceptional Performers (STEP) II Board**
- **Command Chief Master Sergeant Board (CCM)**
- **Joint Officer Matters (O-6 and Below)**

# ***DPAM: Pre-Trained Individual Manpower***

## **What We Do:**

- **Pre-trained Individual Manpower (PIM) (AF Strategic Reserve) force manager:**
  - **Mobilization Ready via screening programs: annual survey mail-outs, annual Musters, biennial Push-Pull (Executive Advisor to Air Staff)**
  - **Performs address updates/research**
- **Service Date verification/correction for USAFR/ANG**
- **Assignment actions/management on non-participating members (Key Employee, UIF's on IRR/Standby)**
- **Acting MPS for HPSP students (IRR); manages/processes ANG/AFR Medical Special Pay programs**
- **Career Intermission Program (CIP)**

# ***DPAR: Accessions***

## **What We Do:**

- **Total Force Reserve Original Appointment Process (Scrolling)**
- **Direct Officer Accession (OA) Commissioning Process**
  - **Professional: JA, SG, and Chaplain**
  - **Health Profession Scholarship Program (HPSP) stipend**
  - **Chaplain Religious Profession Scholarship Program**
  - **Deserving Airman commissioning program/OTS**
  - **Resigning Regular**
  - **Competitive Category Change**
- **DD 1AF**
- **Enlisted Accessions**
  - **USAFA Preparatory School**
  - **IMA**

# ***DPAT: Classification and Training***

## **What We Do:**

- **Individual Reservist Training Management**
  - Enlisted On-the-Job training roster management
  - Officer AFSC/ On-the-Job training management
  - AFSC, Skill Level, SEI Updates
  - Training and retraining status updates
  - Formal school course request and processing
  - Enlisted PME (in residence) management
  - Special training request management
- **HQ AFRC Classification Waivers processing**
  - All Reserve Classification Waivers
- **HQ AFRC Classification AFSC Conversion Coordination**

# ***DPAA: Assignments Division***

## **What We Do:**

### **1. Manage AFR AGR Assignments (HQ & Unit AGRs)**

- **Validates AGR positions & posts vacancies on the ARPC website**
- **Screens all the applications and forwards the applications to the hiring authority**
- **Sends notification to members for selection and non-selection**
- **Management Directed Reassignments (MDR)**
- **Voluntary curtailments**
- **AGR promotion grade ceiling for SMSgt & CMSgts**
- **Conduct AGR Review Boards (ARB)**

# ***DPAA: Assignments Division cont.***

## **2. All Bonus and Incentive Programs**

- **Aviator Continuation Pay (ACP)**

- FY16 ACP program includes eligibility of all officers in 11X & 12X career fields, Active Guard/Reserve (AGR) officers with no more than 15 years Total Active Federal Military Service (TAFMS).

- **Reserve special pay and incentives**

- Unit reservists & IMAs (enlisted & officer) are the only two categories of reservists who are eligible for the enlisted incentives program
  - Different criteria apply to both categories. Members are encouraged to consult with their Career Advisors or Retention Program Managers for specific details on the various incentive programs, & bonus incentive AFSCs prior to reenlisting or retraining.
- Enlisted incentives programs are Non-Prior Service (NPS) & Prior Service Enlistment, Reenlistment, Affiliation, & Retraining into critical military skills with insufficient members in specific fields
- Officers incentives programs are Accessions and Affiliation

## ***DPAA: Assignments Division cont.***

- **Incapacitation pay (TR/IMAs)**

- Authorizes pay & allowances for Reserve component members who are not medically qualified to perform military duties because of an injury, illness, or disease incurred or aggravated in the line of duty.
- Incapacitation pay also provides pay/allowances to Reserve component members who are fit to perform military duties, but experience a loss of earned income because of an injury, illness, or disease incurred or aggravated in the line of duty.
- If a TR member has an approved LOD, the member should contact reserve MPS to apply for incap pay, IMAs contact their Detachment
  - Info is on myPers / click on:
    - Benefits and Entitlements (left side of screen)
    - Reserve Incapacitation Pay Entitlements (under Benefits and Entitlements Programs)

### **3. ARC Assignment Processing**

- DPAA representative will brief details

# *Headquarters U.S. Air Force*

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*Integrity - Service - Excellence*

## **Reserve Assignments**



**DPAAA  
May 2017**

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## *ARPC Reserve Assignment Branch*

- **LtCol Carolyn K. Hepp, Chief, Assignments Division**
- **SMSgt Richard Keele, Supt, Assignments Division**
- **MSgt Leslie Virchow, Supt, Reserve Assignments Branch**
- **TSgt Alicia Corbett, NCOIC, Reserve Assignments Branch**
- **Mr. Robert Orton, Reserve Assignments Branch Lead Technician**
- **Assignment Technicians**
  - **Mrs. Eva “Sue” Henderson**
  - **Ms. Kyjhana Thomas**
  - **SSgt Cyril Rumsey**
  - **SrA Arianna Hernandez**
  - **Civ (vacant)**
  - **TSgt Connally**

# ***What We Do***

- **IAW AFI 36-2115**
- **Reassignment actions and orders on personnel who are requesting assignment to:**
  - **Individual Reservist (IMA) positions & the PIRR Program**
  - **ANG USAFR units, IMA, PIRR or “Points only Status from non-participating, IMA, PIRR or “Points only” status**
- **Coordinate on cases involving:**
  - **AFSC Determination (classification actions)**
  - **Twice Deferred waiver packages, USERRA, Reserve Retiree to Reserve**
  - **Voluntary Limited Period of Active Duty Program(VLPAD)**
  - **ANG – Project MILPDS records to ANG assignment for batch gain**
  - **Assignment processing from IRR to...AFR & ANG and IMA Assignments**

# Navigating to Assignments Homepage

- myPers Homepage
  - Link: <https://gum-crm.csd.disa.mil/app/landing>

The screenshot shows the myPers homepage for MSG DAMIEN MADDIX. The page has a blue header with the myPers logo and a navigation bar with links: ACTIVE DUTY AF, AIR RESERVE, AIR NATIONAL GUARD, RETIREE, CIVILIAN, and RESOURCES FOR FSS. Below the header, there is a search bar with the text 'Search by Keyword' and a dropdown menu for 'Air Reserve' with 'ENLISTED' selected. A red arrow points to the 'LEARN MORE ABOUT' link in the left sidebar. The main content area displays a 'Welcome, MSG DAMIEN MADDIX' message, a 'Change My Default Home Page' link, and a section titled 'Alerts (2)' with links to 'vPC-GR Intermittent Connectivity Issues' and 'Command Combined E8/E9 Deliberate Development Board'. Below the alerts, there is a large image of two soldiers in flight gear. The bottom section, 'I Would Like To...', lists recommendations: 'Access the vPC-GR Dashboard' and 'Access Reserve Reduced Retired Pay Age'.

myPers

ACTIVE DUTY AF AIR RESERVE AIR NATIONAL GUARD RETIREE CIVILIAN RESOURCES FOR FSS

Search by Keyword

Air Reserve

ENLISTED

SEARCH Advanced Search Search Tips

LEARN MORE ABOUT

Assignment

Benefits and Entitlements

Career Management

Compensation

Deployment

Evaluations

Deployment

Compensation

Career Management

Benefits and Entitlements

Assignment

Welcome, MSG DAMIEN MADDIX

Change My Default Home Page

Alerts (2) Expand/Collapse

vPC-GR Intermittent Connectivity Issues

Command Combined E8/E9 Deliberate Development Board

I Would Like To...

- Access the vPC-GR Dashboard
- Access Reserve Reduced Retired Pay Age

I Would Like To...

# AF Reserve Assignments Homepage



[ACTIVE DUTY AF](#) [AIR RESERVE](#) [AIR NATIONAL GUARD](#) [RETIREE](#) [CIVILIAN](#) [RESOURCES FOR FSS](#)

Search by Keyword

Air Reserve

ENLISTED

SEARCH

[Advanced Search](#)  
[Search Tips](#)

LEARN MORE ABOUT

- **Assignment**
- Benefits and Entitlements
- Career Management
- Classification
- Compensation
- Deployment
- Evaluations
- Force Development
- Mobilization/Demobilization
- New Hire
- Promotion
- Recognition
- Retention
- Retirement
- Separation
- Systems Support
- Training

[Home](#) > [Enlisted](#) > [Assignment](#)

## Assignment

Welcome to the Reserve Enlisted Assignment home page. This page will provide various Knowledge Articles and AFR enlisted members policy in regard to established procedures for the assignment, utilization, effectiveness, and personnel resource needs for enlisted members within the AFR.

- [Active Guard/Reserve \(AGR\) Program](#)
- [Career Intermission Pilot Program \(CIPP\)](#)
- [Duty History FAQs](#)
- [Assignment Processing](#)
- **[Individual Ready Reserve Assignment Actions](#)**

### Related Resources

- [AFI 36-2005, Appointment in Commissioned Grades and Designation and Assignment in Professional Categories -- Reserve of the Air Force and United States Air Force](#)
- [AFI 36-2132 Vol 1, Air Reserve Technician \(ART\) Program](#)
- [AFI 36-2254, Vol 1, Reserve Personnel Participation](#)
- [ANGI 36-2005, Appointment of Officers in the Air National Guard of the United States and as Reserves of the Air Force](#)
- [AFI 36-2115, Assignments within the Reserve Components](#)
- [AFI 36-2132, Full-Time Support \(FTS\) to the Air Force Reserve](#)
- [AFI 36-2132 Vol 2, Active Guard/Reserve Program](#)
- [AFI 36-3205, Applying for the Palace Chase and Palace Front Programs](#)
- [ARPCVA 36-3001](#)

# IRR Assignment Actions



Air Reserve Enlisted



[Advanced Search](#) [Search Tips](#)

ACTIVE DUTY AF

AIR RESERVE

AIR NATIONAL GUARD

RETIREE

CIVILIAN

RESOURCES FOR FSS

## MY ACCOUNT

- Incidents/Messages
- My Documents
- Notifications
- Change Password
- My Profile

## LEARN MORE ABOUT

Assignment  
Benefits and Entitlements  
Career Management  
Classification  
Compensation  
Deployment  
Evaluations  
Force Development  
Mobilization/Demobilization  
New Hire  
Promotion  
Recognition  
Retention  
Retirement  
Separation  
Systems Support  
Training

[Home](#) > [Enlisted](#) > [Assignment](#) > Individual Ready Reserve Assignment Actions

## Individual Ready Reserve Assignment Actions

### Applicable to: Air Force Reserve

Reserve members in the Individual Ready Reserve (IRR) will need to contact a recruiter when considering reassignment. Air Force Reserve (AFR) and Air National Guard (ANG) recruiters can help find positions and facilitate the transfer for people who are currently non-participating.

- AFR Recruiter: 1-800-257-1212 or visit [AFReserve.com](http://AFReserve.com)
- Air National Guard Recruiter: 1-800-to-go-ANG (1-800-864-6264) or visit <http://www.goang.com/>

Additional routing, service date adjustments, approvals, etc., may be required for assignments processed out of certain sections of the IRR. Failure to provide the required items, may result in processing delays or the assignment being returned without action.

Upon approval of an assignment action, the gaining ANG/AFR Force Support Squadron, DET/Program Manager or ANG Recruiter can submit an approved AF IMT 1288 along with any additional supporting documentation to ARPC/DPAA for assignment processing. Documents received from an unauthorized submitter, will not be processed and will be returned without action.

### Submit an Assignment Request

- [Assignment Action Request](#)

### Related Resources

### Previously viewed answers

[Assignment Action Request Form](#)

[Access the vPC Dashboard](#)



**SUBMISSION LINK**

# Assignment Request Submission

NOTE: Requests will only be processed if received by a DET/PM, Recruiter, MPS or FSS

## BRIEF INSTRUCTIONS

Attachments must be in PDF format and included in all requests. Failure to include the correct paperwork will cause a delay in processing.

All requests must include:

AF IMT 1288  
AF IMT 2096 (if applicable)

Palace Chase:  
AF IMT 100  
DD 4 (if applicable)  
Approved Palace Chase Contract

Palace Front:  
AF IMT 100  
DD4 (if applicable)

Involuntary to Inactive Ready Reserve (IRR):  
Approved Supporting documentation

IRR to ANG or AFR:  
DD4 (if needed)  
Waivers (if applicable)  
Statements of Understanding (as needed)

• Component:

• Member's SSAN:

• Assignment:

• Subject:

• Comments:

## SUBMIT OPTIONS

Assignment

• Category:

• All Subs:

• Subject:

• Question:

IMA to IMA  
IMA to IRR  
IMA to PIRR  
IMA to TR  
PIRR to IMA  
PIRR to Unit  
IRR to Unit  
IRR to IMA  
IRR to ANG  
ANG to IMA  
TR to IMA  
Retired to Sel Res  
Involuntary  
LPRP to IMA  
General Inquiry

Attach Document

Only the following

Select Applicable Option

## Completing a Request

### Attach Documents (Required)

Only the following file types are allowed:

.csv, .doc, .docx, .gif, .htm, .html, .jpg, .jpeg, .pdf, .ppt, .pptx, .rtf, .tif, .tiff, .txt, .xfd, .xfl, .xls, .xslm, .xlsx, .xml

Add and remove  
attachments

- ARPC Assignments Breakdown 20131230.docx (14.94KB) [Remove](#)

CONTINUE...

Click here

# Did My Request Go Through?



**Automatically Redirected  
to your “My Incidents” page**

ACTIVE DUTY AF AIR RESERVE AIR NATIONAL GUARD RETIREE CIVILIAN RESOURCES FOR FSS

Search by Keyword

All

SEARCH ALL COMPONENTS ▼

SEARCH

[Advanced Search](#)  
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MY ACCOUNT

- Incidents/Messages
- My Documents
- Notifications
- Change Password

[Home](#) > [Incidents/Messages](#)

[E-mail Us](#) >

✓ Message successfully submitted!

⚠ Incidents are only viewable for 1 year from date closed.

## My Incidents

Results 1 - 5 of 5

<u>Subject</u>	<u>Status</u>	<u>Date Created</u>	<u>Date Last Updated</u>	<u>Reference #</u>
<a href="#">(FOUO) Assignment Action Request MSgt Maddox, Damien A.</a>	Open	02/03/2014	02/03/2014	140203-003915
<a href="#">RNT Staff Account Updates</a>	Closed	12/30/2013	12/30/2013	131230-002563
<a href="#">(FOUO) Assignment Action Request MSgt Maddox, Damien</a>	Closed	12/10/2013	12/10/2013	131210-003082
<a href="#">(FOUO) Assignment Action Request, Maddox, Damien</a>	Closed	12/06/2013	12/09/2013	131206-004988

# *Did My Request Go Through?*

Subject: (FOUO) Assignment Action Request MSGt Maddox, Damien A. [Incident:140203-003915]

## Response

---

Thank you for submitting your E-Mail us question/concern. A myPers - Total Force Service Center Technician will respond as soon as possible. You may view the status and/or update your question via the myPers website, under My Account located at the top of the screen.

The following answers might help you immediately. (Answers open in a separate window.)

Title: Individual Ready Reserve Assignment Actions

Link: [https://gum-crm.csd.disa.mil/app/answers/detail/a\\_id/26946](https://gum-crm.csd.disa.mil/app/answers/detail/a_id/26946)

Title: Reserve Active Guard/Reserve (AGR) Assignment and In/Out Processing

Link: [https://gum-crm.csd.disa.mil/app/answers/detail/a\\_id/21777](https://gum-crm.csd.disa.mil/app/answers/detail/a_id/21777)

Title: ARPC/DPAA AGR Assignments Expectation Timeline Policy

Link: [https://gum-crm.csd.disa.mil/app/answers/detail/a\\_id/24985](https://gum-crm.csd.disa.mil/app/answers/detail/a_id/24985)

Title: Individual Mobilization Augmentee Special Duty Assignment Pay

Link: [https://gum-crm.csd.disa.mil/app/answers/detail/a\\_id/26950](https://gum-crm.csd.disa.mil/app/answers/detail/a_id/26950)

Title: Reserve Active Guard/Reserve (AGR) Review Board Information

Link: [https://gum-crm.csd.disa.mil/app/answers/detail/a\\_id/21784](https://gum-crm.csd.disa.mil/app/answers/detail/a_id/21784)

**You Will Also Receive a  
“myPers Email Response”**

# Tracking And Visibility

## Open Incident:

\*\*\*Reference number is your tracking ID for this request\*\*\*


Customer DAMIEN MADDOX via CSS Web 02/05/2014 06:18 PM  
ARPC/DPAA Assignments Branch is AWESOME!!!


Customer remarks

Additional Details

Reference Number	140205-004128
Product	Air Reserve Enlisted
Category	Assignment Actions IMA to IMA
Created	02/05/2014 06:18 PM
Updated	02/05/2014 06:18 PM
Status	Open

Contact Information

Email Address	damien.maddox@us.af.mil
File Attachment	 <a href="#">ARPC Assignments Breakdown 20131230.docx</a> (14.94 KB)

 Print Question

Results and/or Additional Information

Remarks and update history captured in the traffic of the request!

## *Security Concerns*

- For Official Use Only (FOUO)
- \*\*\*Customers must log into myPers Account to access documents\*\*\*
- Other than .mil accounts...cannot receive documents...NOT AUTHORIZED!!
  - i.e., @yahoo, @hotmail, @gmail, etc.
  - Can be cc'd on replies will have no access to attachments/documents
- Personally Identifiable Information (PII) Violations

## *ARPC Reserve Assignments Branch*

### **Contact Information:**

HQ ARPC/DPAAA

Buckley AFB, CO

Phone: DSN 847-3623/3624 Comm. 720-847-3623/3624

- ***B2B (Business to Business)***
  - *myPers submissions are sent directly to ARPC/DPAA*
  - ***FSS/MPS (TR) and DET (IMA) Personnel only***
- **Customer Service - Other**
  - Customers call DSN 665-0102 or COMM 210-565-0102
  - Email: [tfsc@mailds01.csd.disa.mil](mailto:tfsc@mailds01.csd.disa.mil)
  - (Direct member inquiries will be referred to Det/PM staff)
- Let us know how we are doing – Improve the customer service experience by providing us your **FEEDBACK!!**

# End of Day 1

Please fill out Critique

- What are your expectations?
- How can we better serve you?

*See you tomorrow...*